



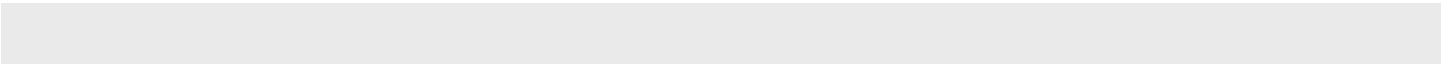
University of Oregon
School of Architecture and Allied Arts.
5235 University of Oregon
Eugene, OR 97403-5235
541-346-2055

AAA House Committee

Application for Art Installation.



A 2 week lead time is required for application review



•
•
•
•
•
•
•

Application for Art Installation

Please read and follow the guidelines and policies below when submitting a proposal.

The purpose of this application is to assist you with a successful installation. The public spaces in the AAA schools can be high traffic areas, and therefore, all proposed installations must be reviewed for issues of safety. Please read and understand the following before submitting a proposal:

- 1. Applications require a 2 week review by AAA House Committee before installation.**
2. Architecture & Allied Arts is not responsible for damages or replacement cost of installations for any reason.
3. Installation must **not** go below the surface of the material to which it is being applied (ex. drilling into a wall is not permitted).
4. Artist must include drawings, list of modifications and locations of installations.
5. Access to entry and exit doors may not be blocked. Strict adherence to all code requirements and accessibility guidelines is mandatory.
6. No open flames or flammable materials can be used.
7. No permanent alterations to building or grounds are permitted.
8. Act of installing the installation must not pose threat of injury to artist or persons in area.
9. The installation and removal of art is the sole responsibility of the Artist.
10. Installation must not be disruptive to class schedules.
11. Installations with live animals are not permitted.
12. The artist is financially responsible for any damages caused by installation.
13. A copy of the approved application must be on site during the installation process.
14. Installations begun prior to approval will be subject to immediate removal & disposal.
15. Installations that damage the area of install will be charged for the cost of labor and supplies.



Application for Art Installation Form.

Date: _____

Name: _____

Student ID: _____

Address: _____

Phone Number: _____

Email Address: _____

Instructor Name: _____

Instructor Phone Number: _____

Department: _____

Instructor Email: _____



Proposed set up dates: / / to / /
Proposed dates of installation: / / to / /
Proposed date of removal: / / to / /

Location of installation. (*Be specific list nearest room #*) :

List any and all construction materials used. Please include composition of artwork and fasteners to be used:

Please attach a CD of digital images of the installation in .jpeg, or .tiff format. A use the space below to draw a diagram of the installation area. Please draw site and size of project to scale. If multiple projects are being installed please include drawings of all items and locations.

I agree to implement the Art Installation as described above. I will not alter my proposal without approval from my Instructor and AAA House Committee Director. I agree to install and completely remove the installation according to the dates specified. I agree to leave the space utilized in the same or better condition than when it was found. I am financially liable for any and all costs associated with damage to the property.

Student(s) Signature(s)

Date

The application process is not complete without the approval of the AAA House Committee. Please return to AAA Facilities Support Services, 124 Lawrence Hall to review the status of your application.

A copy of the approved application must be on site during the installation process. Any member of the AAA Staff and/or Faculty may request to review the approved application.

Instructor is required to provide an index and activity code for all installations. If any damage occurs related to this installation, the Index/Activity code provided will be charged for AAA Facilities cost of labor and supplies. As an Instructor, by signing this document you approve all charges that may occur.

Instructor / Advisor Approval Signature

Date

Instructor's Class Index / Activity:

_____/_____

House Committee Director Signature

Date

Exterior Team Supervisor Approval Signature

Date

(Only required for exterior installations)