

Public Art Donation & Loan Proposal Form

The City of Burlington is committed to building a collection of high quality public art for the enjoyment of citizens and visitors. In addition to artworks commissioned through the Public Art Program, the City of Burlington processes donations and loans of public artworks. All artwork donated to the City of Burlington must fit with the guiding principles of the Public Art Policy & Master Plan (PAMP). As such, all proposed donations will be reviewed by an independent panel of arts professionals.

Please fill out this form if you would like your donation to be considered by the jury. Please contact Kim Selman publicart@burlington.ca; 905-515-9334 if you have any questions about this form or the City of Burlington's donation policy

Step 1: General Information

DATE: ____ / ____ / ____

DONOR INFORMATION

Donor Name: _____

Contact Person (if different from above): _____

Organization / Business (if applicable): _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Phone (day): _____ Phone (evening): _____

Fax: _____ Email Address: _____

ARTWORK INFORMATION

Artist: _____

Title of Artwork: _____

Media: _____ Dimensions: _____

Date of Artwork: _____ Edition (if applicable): _____ of _____

Estimated Value of Artwork: _____

Please list (in order of preference) the proposed location(s), including name of facility and street address:

1. _____
2. _____
3. _____

Step 2: Support Materials

The following support materials will provide the jury with additional information and details to make their decision. Please provide as much of the following information as possible:

1. **Brief Description of the Proposed Donation** (not to exceed 2 typed pages)
 - Background / history of the artwork
 - Significance of artwork to the City of Burlington
 - Site preparation or installation requirements
 - Current condition of the piece (i.e. does the artwork require any conservation or repair)
2. **Project Budget**

The acquisition of donated artwork requires the City of Burlington to designate significant funds towards the installation and long-term maintenance of the piece. Does the donor wish to contribute to a fund dedicated to the care and preservation of the piece?
3. **Artwork Documentation**
 - Photographs (or drawings / maquettes if applicable) of the artwork

I/we understand that I/we must (1) Participate in the Review Process; and, (2) Present my/our proposed artwork donation for review and acceptance by the City of Burlington in accordance with the City's Artwork Donation Process.

Signature of Donor

Step 3: Submit Your Proposal

Proposals may be submitted via email, fax or mail to the following address:

MAILING ADDRESS:

Imperial Cotton Centre for the Arts
RE: Burlington Public Art
195 James Street North, Unit 317
Hamilton, Ontario L8R 2L2

EMAIL: publicart@burlington.ca

FAX: 905-548-0111

TEL: 905-515-9334

The Imperial Cotton Centre for the Arts (ICCA) manages the City of Burlington's Public Art Program. Guided by the Public Art Policy, the ICCA works in cooperation with City of Burlington staff develop and implement the Public Art Master Plan. All public artworks accessioned by the Public Art Program are part of Burlington's Public Art Inventory.