**Artist Registration and Submission Form**

Thank you for your submission for a sculptural gateway/welcome sign. We welcome all entries for this exciting project. All entries are due no later than 5:00PM October 16, 2017.

Complete all sections:

1. Personal Information below **please attach your resume**
2. Images of artwork completed within the past five years highlighting previous accomplishment(s) with public art pieces of similar appropriate scale
3. Conceptual images of design (sketch or computer-generated)
4. Budget
5. Description and cost estimate of long-term maintenance needs (Artist is not responsible for maintenance by must provide information on necessary future maintenance)
6. List of construction materials
7. Installation timeline and process
8. Three professional or personal references
9. Anything else you deem advantageous to portray your design and capabilities

**I HAVE READ AND UNDERSTAND “CALL FOR ARTISTS GUIDELINES” DOCUMENT.**

Please check the box to acknowledge your receipt, review and understanding of all rules.

1. **Personal Information**

First Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Last Name: \_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If you are working as part of a team, please list all team members:

Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City and State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Attach Photos or Images of Previous Sign or Art Installations**

Provide any relevant samples of past or current projects.

1. **Attach images of Conceptual Design**

Images must be in color and be drawn by hand or created in a graphic design program. Design should include the word “Chelsea” and optional welcome statement (i.e., Welcome to Chelsea).

**4. Brief Statement of the project which communicates scope and scale**

**5. Outline of Your Budget up to $25,000**

A stipend in the range of $5-7k is anticipated in recognition of the Artistic endeavors. Provide detail for design, materials, fabrication and installation, and other project associated expenses. If more space is needed, please provide an attachment.

**6. List of Materials Needed for Construction**

**7. Description of Long-term Maintenance Needs**

What maintenance and upkeep will your design require to stay in excellent condition for the next 25 years?

**8. Installation timeline and process**

**9. References (Minimum of Three)**

Name:

Relationship to Artist:

Phone Number:

Name:

Relationship to Artist:

Phone Number:

Name:

Relationship to Artist:

Phone Number:

**Please return this form with all attachments by 5:00PM October 16, 2017**

**By Mail: Email:**

Chelsea Area Chamber of Commerce [info@chelseamichamber.org](mailto:info@chelseamichamber.org).

ATTN: Gateway Signage Committee

222 S. Main St., Ste. B, Chelsea, MI 48118

For more information, email the Chelsea Area Chamber of Commerce at [info@chelseamichamber.org](mailto:info@chelseamichamber.org). or call (734) 475-1145

*Thank You!*