Carnegie Mellon University

ArtPark Lab Proposal In order to foster and support the creation of art by Carnegie Mellon students, ArtPark Lab was created to become a canvas for outdoor installations and performances. The intent is for the temporary exhibition of all forms of art by undergraduate and graduate students enrolled at Carnegie Mellon.

Proposals should be submitted by students who are seeking permission for the installation and temporary exhibition of art work or performing arts recitals at ArtPark Lab. Proposals are accepted for review by the ArtPark Lab committee four times per year. The proposal deadlines are: **March 1st**, **June 1st**, **September 1st**, and **November 1st**. Approval will be granted based on artistic quality, craftsmanship, and safety. Applicants will be notified of approval, disapproval, or may be asked to submit additional details after the committee reviews the proposal. Proposals should be submitted to: breppe@andrew.cmu.edu.

Name: _____ Andrew ID: _____

Local Address: _____ !

Phone: _____ Preferred Email: _____

Course Name and Instructor (if applicable): _____ !

Faculty Sponsor: _____

Year: ___ Freshman ___ Sophomore ___ Junior ___ Senior ___ Grad ___ Other !

Major: _____

Title of Exhibition: _____

Proposed Date of Installation (application must be submitted at least 30 days prior to installation): _____ !

Removal Date (project duration must be 45 days or less): _____ !
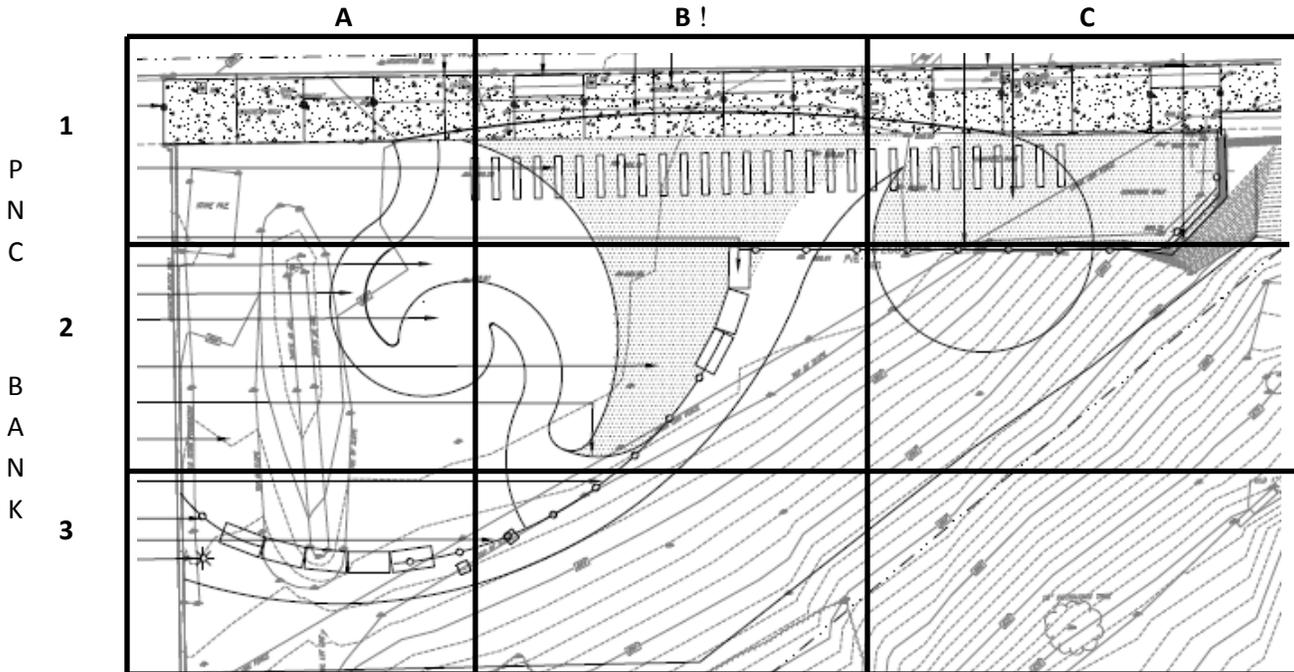
Please also provide the following information:
1. Statement describing your intention for the installation or performance (150 word maximum)

2. - Description of the installation or performance. This should include the overall dimensions of the project, a description of the construction process and a list of materials to be used. Additionally, please indicate any potential health and safety issues and what safeguards you plan to implement. Please note, electricity is not available for use at this site. However, students may use batteries, generators, or solar panels if the installation or performance requires power. (750 word maximum)

3. * Proposed site location within ArtPark Lab (mark all that apply)

___ A1 ___ A2 ___ A3 ___ B1 ___ B2 ___ B3 ___ C1 ___ C2 ___ C3

Forbes Avenue

4. * Sketch or photographs of installation concept, or a list of instruments to be used in performance (5 image maximum, submitted as a separate document)

ArtPark Lab Regulations:
- Proposed art shall display a high level of artistic quality and craftsmanship and shall be temporary in intent and duration. Artist agrees to install and remove the artwork on the dates specified on this form. Work that is not removed within 24-hours of the installation's end date will be discarded, and costs incurred will be the responsibility of the student.
- The message of proposed art, if any, shall be acceptable to current standards and policies of the Carnegie Mellon community.
- All costs of installation, maintenance, liability and de-accessioning shall be covered by the artist and determined prior to acceptance. The university is not responsible for damage, vandalism, or theft that may occur to the art work during the installation and exhibition.
- Proposed art shall be structurally sound and present no environmental or public safety hazard. The art work should not obstruct any pedestrian or traffic routes. Art work shall be installed, maintained, and de-accessed in a safe and prudent manner.
- The exhibitor(s) must post a professional-appearing label adjacent to the artwork. It must include the name(s) of the exhibitor(s) and the title (if appropriate) of the piece. The signage must be weatherproof.
- Upon de-accession, the site shall be returned to its original condition. Artist will be responsible for restoring the site and for correcting any damage that might have occurred to the grounds. This will include any damage to plants, turf plantations, surfaces, materials, grade levels, etc. Student accounts will be charged if the university must repair any damages or remove materials.

Applicant e-Signature: _____ Date: _____