



THE CITY OF SAN DIEGO

## APPLICATION FOR TEMPORARY EXHIBITS OF ARTWORK ON CITY OF SAN DIEGO PROPERTY

Thank you for your interest in temporarily exhibiting artwork on property owned by the City of San Diego. Please complete and submit this application to the City of San Diego Commission for Arts and Culture, ATTN: Public Art Program, 1200 Third Avenue, Suite 924, San Diego, CA 92101. Contact City staff at (619) 236-6800 for assistance. Additional sheets may be attached as needed. The City reserves the right to request additional information in order to process an exhibition proposal.

### EXHIBITOR

Name(s)

Address

City

State

Zip Code

Country

Phone

Fax

Email

**Credit Line - Provide the exhibitor's name as it should appear in labels, publications and publicity.**

**Conflict of Interest - Disclose whether the exhibitor has any active contracts with the City or is involved in any stage of negotiations for a City contract.**

### EXHIBITION

Title of exhibition

Proposed dates

(Optional) Proposed City-owned site for placement

Description of exhibition

Description of installation plan with a timeline

Is the exhibitor willing to provide evidence of fine arts insurance if the City approves the exhibition?

NOTE: If the City approves the exhibition, the exhibitor will be required to meet the City's insurance requirements for commercial general liability, auto liability and worker's compensation.

### EXHIBITION HISTORY

List the exhibition history including venues and dates for each.

List all publications about and references to the exhibition.

### COPYRIGHT

Does the exhibitor have the authority to give the City of San Diego a non-exclusive, irrevocable, royalty-free license to reproduce artworks in the exhibition for non-commercial purposes?

If not, will the exhibitor assist the City of San Diego in obtaining a non-exclusive, irrevocable, royalty-free license to reproduce artworks in the exhibition for non-commercial purposes?

### OTHER REQUIRED MATERIALS

Please submit the following materials along with this completed form.

- Digital, color images of the artworks in the exhibition
- Digital, color images of the exhibition as installed, if applicable
- Qualifications of the exhibitor including examples of past exhibits
- (Optional) Images of proposed site for placement of the exhibition
- Itemized list of any costs to be borne by the City for transportation, installation, exhibition, operation, maintenance, conservation, and/or security
- Exhibition catalogs, publications and/or references, if available
- Any other information relevant to the exhibition

### ADDITIONAL COMMENTS (OPTIONAL)

### EXHIBITOR'S AUTHORIZATION TO INITIATE REVIEW OF AN EXHIBITION PROPOSAL

Authorized signature	Title
Print name	Date

### COMMISSION STAFF ONLY

Received by	Date
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