



**PUBLIC ART SUBMITTAL REQUIREMENTS** ver 02.23.22

Please submit the following documents (*applicable to your Art Project*) to the Rhinelander Public Art Commission for review and consideration.

- \_\_\_ Approved Public Art Application Form
- \_\_\_ Site plan of the development area, to include:
  - Proposed placement of the Public Art with dimensions (inc overall height)
  - Viewing Orientation of the Public Art
  - Dimensions between the Public Art and nearest public streets or right-of-way
  - Location(s) and type(s) of trees and shrubbery
  - Location(s) of nearby utilities or new utilities required for Public Art
- \_\_\_ Sample, model, photograph, or drawings of the proposed Public Art
- \_\_\_ Sample materials or finishes specification of the proposed Public Art
- \_\_\_ Resume' of the proposed artist
- \_\_\_ Portfolio of the proposed artist's past work, including Public Art, to contain:
  - Instances of pieces visible from public right-of-way or public property
  - If a cultural program or art space, how public have gained access
- \_\_\_ Written statement by the artist about the Public Art piece, to include:
  - Concept of the piece and its relation to the community
  - Valuation of the piece
  - Disclosure of any potential conflict of interest (if applicable)
- \_\_\_ Maintenance plan, to include:
  - Expected life span of the piece
  - Installation procedure
  - Instructions for routine and/or long-term preservation
  - Instructions for removal
- \_\_\_ Budget breakdown, to include:
  - Artist fees for design concept of Public Art
  - Materials, fabrication, transportation, and installation of Public Art
  - Art Consultant fees and funding source (if applicable)
  - Probable annual maintenance cost (if applicable)
  - Estimated Funding Sources with Income and Expense sheet
  - Insurance Holder (include certificate)

**Email pdf document to: [amclaughlin@artstartrhineland.org](mailto:amclaughlin@artstartrhineland.org)**  
**Mail hard copies to: Rhinelander Public Art Commission**  
**PO Box 896**  
**Rhineland, WI 54501**

Rhineland Public Art Commission's mission is to facilitate, direct, advise, and manage public art in the City as defined in the Rhinelander City Ordinance 2.01.166 and consists of a five person volunteer board appointed by the City of Rhinelander's Mayor.