

APPLICATION

WOMEN'S MONUMENT COMMISSION
 P. O. Box 396
 Richmond, VA 23218
 Telephone: (804) 786-1201
 Website: <http://womensmonumentcom.virginia.gov>

PLEASE USE THIS FORM AS A COVER SHEET AND CHECKLIST FOR SUBMISSION

Applicant(s) Name

Address

Email address

Home or Business phone # (include area code)

Cell phone # (include area code)

Additional contact information/instruction, if any

PROPOSALS MUST INCLUDE AND CLEARLY ADDRESS ALL ITEMS LISTED BELOW
(Any other salient information or suggestion(s) that the artist/team wishes to put forward is welcome.)

Artist(s) conceptual statement communicating development of the proposal and concepts of the statue

Design and creative plans for the Women's Monument Commission's statue (sketches or other representations of proposed Monument)

Dimensions of the proposed statue

A projected timeframe in stages from signing of contract to completion of installation

Artist(s) identification page including resume or Curriculum Vitae

List of possible collaborative partners (identification of the foundry and plans related to casting the sculpture)

Materials specifications and justification, including ability to withstand the elements and projected ongoing maintenance

References (at least three (3) from clients, galleries or museums, foundries or other fabricators, collaborators or subcontractors on other projects, critics or review with the following information: client name, contact name, contact information, name and location of sculpture completed for this client)

Name	Contact information	Name/Location of sculpture

Examples of commissioned or public work (include documentation and photos of prior work and any examples of public art created and installed)

Estimated final cost through installation (include rough line-by-line budget)

Any other supplemental information

**ALL OF THE ABOVE ITEMS MUST BE ADDRESSED AND INCLUDED
IN THE SUBMISSION FOR A PROPOSAL TO BE CONSIDERED COMPLETE**

Proposals must be submitted online, via mail or other delivery.

Proposals submitted online should be one (1) PDF file and uploaded using the Women’s Monument Commission’s website (<http://womensmonumentcom.virginia.gov>).

Proposals submitted via mail or other delivery must include the original and five (5) copies of the full proposal, along with a CD or DVD, and shall be sent to:

Office of the Secretary of Administration
Attn. Women’s Monument Commission
Patrick Henry Building
1111 E. Broad Street
Richmond, VA 23219

**PROPOSALS ARE DUE NO LATER THAN 5:00 P.M. EDT ON OCTOBER 1, 2012
PROPOSALS RECEIVED AFTER THIS DEADLINE WILL NOT BE CONSIDERED**

Submitted by _____ Date _____

For office use only
Date received _____ via _____ Number of items received _____