



City Public Art Panel Application Form

APPLICANT DETAILS

Contact Name:
Date:
Company/ Organisation:
Email:
Address:
Tel No/ Mobile No:

PROPOSAL DETAILS

Title of proposal	
Is the proposal being submitted on behalf of others? If so who or what company?	
Brief description of the proposal <i>Please refer to any supporting documentation as needed and ensure a visual representation is included as part of this submission</i>	
Brief description of the artistic merits of the proposal <i>Please refer to any supporting documentation as needed</i>	
Does the proposal have funding and/or sponsorship? <i>Please give details, including how funding will be sought if not yet in place</i>	
When is the proposal for and how long will it be on site?	

Where is the proposal to be sited and why was this location chosen?	
Is the proposed location on public or private land?	
What are the dimensions of the piece, including its weight if applicable? Are there any structural requirements?	
Are there any health and safety hazards associated with the proposal? How will these be managed? Please refer to the H&S guidance and complete a H&S risk assessment if risks are identified.	
Is the proposal part of a series and/or related to something else in the City, or is it a one off?	
What are the maintenance requirements for the proposal and how are these to be funded?	
How does the proposal meet the City's commitments to Sustainability, Accessibility, Equality, Diversity & Inclusion?	

<p>Please provide evidence of the consultation undertaken for the proposal <i>Please refer to any supporting documentation as needed, including groups, local businesses and committees who have been consulted with and responses received.</i></p>	
<p>Does the proposal have any special requirements?</p>	
<p>Please provide any other comments that you think might be useful:</p>	

Please note that all information and images provided on your application (excepting contact details) may be published and accessible from the City Corporation's website prior to approval or rejection of the application. **Panel recommendations for permanent artworks are submitted to the City Corporation's Culture, Heritage and Libraries Committee for ratification.** As part of our legal obligations as a public body, that report (with imagery) is uploaded to our website at least one week prior to the committee meeting. The report is then discussed in public session which may or may not be attended by the media.

It is important to note that approval from the City Public Art Panel and Committee is not a guarantee that your proposal will go ahead. It will still be subject to agreement of the logistical considerations by the Special Events and Highways team, and you will need to apply for other individual permissions as required such as Hoarding Licences, Planning Permission and permissions from building managers/owners depending on the specifications of your application. Officers will be able to advise on next steps, which will vary from application to application.

Please email the completed form to publicart@cityoflondon.gov.uk along with any supporting documentation.