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# FARMERS BRANCH FACILITIES – ARTWORK SUBMISSION FORM

Artwork Rotation Program (Six-Month Display Cycle)

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## SECTION 1 – ARTIST INFORMATION

Artist / Submitter Name:

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Preferred Pronouns (optional):

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Mailing Address:

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Phone Number:

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Email Address:

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Website / Social Media (optional):

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## SECTION 2 – ARTWORK DETAILS

*(Complete one section per artwork submitted. Attach additional sheets if needed.)*

Artwork Title:

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**Medium (painting, drawing, photography, mixed media, sculpture, etc.):**

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**Dimensions (H × W × D):**

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**Approx. Weight:**

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**Year Created:**

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**Artwork Description (optional – for display label):**

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**Installation / Mounting Requirements:**

☐ Ready to Hang (wired)

☐ Framed

☐ Canvas-mounted

☐ Requires pedestal

☐ Other (describe): \_\_\_\_\_

**Artwork Replacement Value** *(for inventory purposes only):*

\$ \_\_\_\_\_

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## **SECTION 3 – PUBLIC VIEWING CONTENT COMPLIANCE**

**All artwork must comply with Wave's general public content standards.**

The artwork **must NOT** include:

- Offensive, obscene, or profane language
- Nudity or sexually suggestive content
- Graphic or disturbing violence

- Depictions of drugs, illegal activities, or weapons
- Hate speech, discriminatory imagery, or culturally insensitive themes
- Political campaign messaging
- Religious doctrine promotion
- Any imagery unsuitable for all-ages public environments

**Artist Confirmation:**

I confirm that all artwork submitted meets the content standards above.

**Initials:** \_\_\_\_\_

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## SECTION 4 – ARTWORK LOAN TERMS ACKNOWLEDGMENT

*(Final agreement must be signed upon acceptance, but acknowledgment is required upon submission.)*

By submitting artwork for consideration, I understand and acknowledge that:

- If selected, my artwork will be **temporarily loaned** to Wave for a **six-month display period**.
- I must sign the full **Artwork Loan & Hold Harmless Agreement** before installation.
- Wave will take reasonable precautions, but **is not liable** for damage, loss, theft, environmental wear, or accidental harm while the artwork is on display.
- I am responsible for delivering and retrieving my artwork on the specified dates.

**Artist Initials (required):** \_\_\_\_\_

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## SECTION 5 – SUBMISSION INFORMATION

**Submission Cycle:**

☐ Specific Month Rotation

☐ Specific Month Rotation

**Year:** \_\_\_\_\_

**Submission Method:**

☐ Email

☐ In-person Drop-off

**Number of Total Artworks Submitted:** \_\_\_\_\_

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## SECTION 6 – OPTIONAL ARTIST STATEMENT (for display or evaluator reference)

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## SECTION 7 – ARTIST SIGNATURE

By signing below, I certify that all information provided is accurate and that I agree to comply with Wave's submission requirements, evaluation process, and public viewing guidelines.

Artist Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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## For Internal Use Only

*(Completed by Farmers Branch Staff)*

Submission Received By: \_\_\_\_\_

Date Received: \_\_\_\_\_

Reviewer / Committee Decision:

☐ Approved

☐ Not Approved

Notes:

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