

Totem Final Submission & Installation Form

To be submitted to project manager by June 1st 2009.

Artist Name: _____ Phone: _____

Name of Totem: _____

Media: _____

Installation Date: _____ Time: _____

Installation Location: _____

Nearest Business: _____

How will your totem be attached to sidewalk? _____

Please list tools and hardware that you will need to bring to installation:

If power is needed for your tools, please contact the closest business to your installation location in advance to arrange for access to power. Please note: in order to avoid inconveniencing business owners please schedule your installation time at their convenience, and make sure they will be open for business at the time of your installation. If you need help contacting business owner, **please call Chris Jones at 305-4354 by May 15th** for contact assistance.

Please cover your totem securely after installation, using non-transparent tarps and duct tape. Totems will be unveiled to the community on Thursday June 19th at 7:00.

Please submit this completed form along with

- 1) photographs of your completed totem **on a CD please**
- 2) your signed contract

Send to chris@historichouseparts.com

or mail or drop off to:

Historic Houseparts c/o Chris Jones
540 South Avenue
Rochester, NY 14620