

## PUBLIC ART DONATION INFORMATION

Thank you for considering a donation of artwork to the City of Pleasanton. To ensure that each piece aligns with our community's aesthetic and values, all proposed donations undergo a thorough review process by the following:

- Public Art Selection Sub-Committee (PASS)
- The Civic Arts Commission, potentially the Parks and Recreation Commission
- Final approval by the City Council

To facilitate this review, we kindly request that you complete the enclosed application form and provide all necessary information and supporting materials. Once we have received your complete submission, we will notify you and schedule your donation for review. Please note that the review process may take between 3 to 6 months due to the detailed consideration each piece receives. We maintain record of all donation applications, regardless of their final status, within the Library and Recreation Department. Should you need any further assistance or clarification, please do not hesitate to contact us at (925) 931-5367. We appreciate your contribution to the enrichment of our community's public spaces.

| DONOR APPLICATION   |                 |                         |
|---|-----------------|-------------------------|
| APPLICANT INFORMATION   |                 |                         |
| Name of Donor:  |                 |                         |
| Organization (if applicable):   |                 |                         |
| Street address:   |                 |                         |
| City:   | State:          | ZIP Code:               |
| Phone:  | E-mail:         |                         |
| ARTWORK   |                 |                         |
| Title of Artwork:   |                 |                         |
| Artist:   |                 | Year of Completion:     |
| Dimensions: Height: _____   | Width: _____    | Depth: _____            |
| Approximate Weight: _____   | Original? _____ | Production Piece? _____ |
| Materials and/or Finishes: (Please list the exact materials used in fabricating the artwork. Where finishes are used, please indicate the exact finish including manufacturer and product information, if known.) |                 |                         |
| Value: (Please enclose a letter of appraisal or market value from artist, if available)   |                 |                         |
| Description: (Please describe in detail, the donation)  |                 |                         |
| Documentation: (Please provide in separate attachment photographic documentation or precise scale drawings of the artwork.)   |                 |                         |
| Street address of proposed placement of donated artwork if known:   |                 |                         |
| Donor's Statement: (Provide any additional information about why you are donating this artwork and what it means to you or the community.)  |                 |                         |
| SIGNATURES  |                 |                         |
| Signature:  | Date:           |                         |
| <b>Return Form to:</b><br>City of Pleasanton Public Art Donation<br>Attn: Liaison to the Civic Arts Commission<br>400 Old Bernal Ave., Pleasanton, CA 94566   |                 |                         |
| CITY USE ONLY   |                 |                         |
| Date received:  | By:             |                         |