

# LOCKE STREET MARKER PUBLIC ART PROJECT

## Appendix A SAMPLE SUBMISSION FORM

### Communication:

All questions related to this competition are to be directed to:

#### **Locke Street Marker Public Art Project**

c/o Meredith Plant  
Sr. Landscape Architect  
Placemaking, Public Art and Projects Section  
Tourism and Culture Division  
Planning and Economic Development Department  
City of Hamilton  
Hamilton, ON L8P 4Y5  
Tel: 905.546.2424 ext. 1219  
e-mail: [meredith.plant@hamilton.ca](mailto:meredith.plant@hamilton.ca)

To ensure that their proposals are based on the most current information it is the *Artist's* responsibility to visit the project web page at

<https://www.hamilton.ca/LockeStreetPublicArt>

to review any posted clarifications or revisions to the Call for Artist documents.

### Deadline for Submissions:

Submissions will be received up to and including  
**3:00 p.m. (Hamilton Time) January 13, 2022.**

**Submissions will be made online via Submittable:**  
(the sample submission form is for reference only)

## Artist Information

Name of Artist: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
(include street, city, province and postal code)

Primary Phone: \_\_\_\_\_

Secondary Phone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

## Submission Checklist

Your submission shall include the following information as outlined in detail in the Call for Artists document.

- Concept Statement
- Site Plan Sketch
- Conceptual Sketch
- Curriculum Vitae
- Visual Documentation of relevant works
- References

## Team Members

If submitting as an *Artist-Led Team*, please list the members of your team below

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## Online Submissions Only

Please note that:

Late submissions will not be accepted;

Incomplete submissions will not be accepted; and

Submissions by fax or e-mail will not be accepted

Hard copy submissions will not be accepted due to Covid-19 protocols.