



VALLETTA
CULTURAL
AGENCY

CALL FOR TEMPORARY PUBLIC ART INSTALLATION (2023)

APPLICATION FORM

DETAILS OF THE LEAD ARTIST

1. Details of Lead Artist

- The applicant must be the main artist, leading the proposed project. Please attach a copy of the ID Card and VAT certificate or a copy of a blank VAT receipt from an official VAT receipt book with the Lead Artist's details.

Name:	
Address:	
ID Card Number:	
VAT Number	
Tel Number:	
Mobile Number:	
Email Address:	

1. Name and address of organisation/collective (if applying on behalf of an artist collective)

Name:	
Address:	
VO Number (if applicable):	

VAT Number and name of VAT number holder:	
---	--

2. Bio-note of Lead Artist and/or Artistic Collective (if applicable)

Please provide a bio note of not more than 75 words explaining your artistic background

--

ARTISTIC VISION

1. Describe the project concept and outcomes (max 300 words)

--

2. Other details:

Sketch of installation proposed (May be provided as a Supporting document)	
---	--

3. Artists involved in the Project Idea:

Name	Bio (max. 50 words) <i>Kindly indicate years of experience in the field to identify established and emerging artists in this list.</i>

Licensing

Is any copyrighted work being used in the installation? (Y?N)

--

If yes, please attach clearance or quote from the owner of the copyright to use the work.

4. More information on the project idea:

Please provide not more than 100 words on each question.

- Is the installation proposed in line with the requirements set in the call? (see page 1 of the call)

- How strong will the experiential impact of the proposed project idea be on its public?

- Is the design technically feasible, including appropriateness of scale, durability and maintenance?

- How well do the proposed design and materials provide for its survival over the 4 months span of the display? Is the proposed installation and its implementation environmentally sustainable?

- Is the proposed preliminary budget accurate and in line with the market prices? Is it reasonable in relation to the proposed idea? Please explain how you arrived at the figures included in the proposed budget.

5. Is this project idea being presented for the first time? ___ Yes / ___ No

IMPLEMENTATION

Description of the implementation of the project. (150 words)

Include the proposed action plan and timeline. Please describe logistical and production issues in the creation of the proposed project idea

1. Possible risks envisaged and contingency plans. (150 words)

FEES AND OTHER COSTS

List the artistic fee envisaged for the Lead Artist, as well as any related estimated costs for the project using the template below. All costs must be exclusive of VAT, but inclusive of any other taxes and administration fees.

	DESCRIPTION/PURPOSE	AMOUNT
ARTISTIC COSTS		
Lead artist fee		
Artists fees		
PRODUCTION COSTS - Procured by the Valletta Cultral Agency but forming part of the Eur 14,000 budget (inclusive of VAT)		
Materials to create the project		
Specialised interventions (Craftsmen, Architect, etc)		
Hospitality for International Artists (accommodation and travel)	If applicable	
Installation and Dismantling costs		
Transport		
Light equipment	If required	
Sound equipment	If required	
High up trucks		
Freight	If required	
Electrical supply box and electrical consumption	If required	
Any licensing fees		
Other: (please specify)		
PROVIDED BY THE VALLETTA CULTURAL AGENCY In addition to the proposed 14,000 budget		
Health & Safety (assessment)		
Health & Safety (measures)		
Consulation and certification by Engineer		
Public Liability Insurance		
Permits in Valletta	From Valletta Police and/or Local Council, as applicable	
Power supply and electrical consumption		
TOTAL		

This total budget per project is indicative as it will be discussed with the Agency if the project is selected.

Marketing and Communication costs should not be listed in the budget as these will be handled in-house by the Agency.

LEAD ARTIST'S DECLARATION

Date: _____

CHECKLIST: Have you attached...?

Please tick as applicable.

	Yes	No
Copy of ID Card of Lead Artist		
VAT Certificate of the Lead Artist or a copy of a blank VAT receipt		
CV of the Lead Artist		
Artistic portfolio of the Lead Artist		
License Holder Permit/Quote		
Additional documentation (list below)		

Name of Lead Artist: _____

Signature of Lead Artist: _____

By signing this declaration, I confirm that I have read the guidelines and that I accept the conditions and process as stipulated in this same document.