



SMALL COMMEMORATIVE ELEMENT/PLAQUE ADDITION

Application Form

TITLE OF COMMEMORATION: _____

APPLICANT NAME: _____

ADDRESS: _____

E-MAIL: _____ PHONE: _____

Please address the following points in a separate document, attach, and submit:

1. Describe the commemoration's subject matter, and specifically, how it is connected to Utah's history, values, and/or achievements.
2. Identify any similarly themed commemoration represented in the State Capitol or on its grounds, and if so, how this proposal is distinct and adds value.
3. Provide the preferred location on Capitol Hill (see Grounds Guidelines page 9) and explain how the Capitol grounds and preferred commemoration location are optimal for this tribute.
4. Provide a summary of the impact on the landscape, including sightlines to and from the element and potential impact for the Capitol building and grounds.
5. Detail the proposed concept, including the size and medium, and how the medium will be durable, withstand nature, and continue to be in good condition and/or legible, with minimum maintenance, providing for a 100-year life span.
6. Include drawings, renderings, and other representations of the proposed commemorative element at the preferred location, including the base and/or pedestal design. Please include how the commemoration is proposed to connect to the ground without disturbing the ground, including any tree roots. Also, please note, no loose components will be allowed.



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7. Provide a summary of the design and manufacturing process to ensure quality aligns with expectations of Capitol Hill.
8. Provide an overview of the artist, designer, and installation team. Provide examples of prior installations and/or references.
9. Provide a proposed implementation timeline.
10. Provide a proposed funding plan and proof of the commitment of funds.
11. If applying on behalf of an organization or other party, please include a statement confirming the applicant is authorized to act on behalf of that organization or party.

Please initial:

I have read, understood, and if selected, will agree to and abide by the:

- Request for Proposals – Guidelines: ____
- Utah State Capitol Grounds Commemorative Element Plan & Placement Guidelines: ____
- Small Commemorative Element/Plaque Agreement: ____
 - Including:
 - o Exhibit C - Artist Release Form: ____
 - o Exhibit D - Design-Build Contract: ____
- Capitol Hill Complex Facility Use Rule R131-2: ____

APPLICANT NAME, Printed	Signature	Date
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Office Records

Receipt of Application, Date: _____	Receipt of Fee, Date: _____
By: _____	By: _____