INSTALLATION/ALTERATION REQUEST FORM

It is the intent of the Land and Buildings Use Committee to set policies governing the enhancement of our surroundings, the protection of the environment, and the maintenance and safety of the campus.

For any projects which involve the buildings or the landscape of the College, the Land and Buildings Use Committee requires this application and complete documentation. Permit will be granted only after approval by LBUC.

After your instructor signs the form, please submit application and materials to Erin McKenny in the President’s Office.

Name of Student: ___________________________ Date: ___________________________

Date of Graduation: ___________________________ Name of Advisor: ___________________________

Name of Instructor: ___________________________

Contact info (email/phone): _______________________________________________________________

TYPE OF WORK PROPOSED

________ Independent Sculpture

________ Addition to the built or natural environment of the campus

________ Modification of the built or natural environment of the campus

________ Other

Proposed location (please be specific):

(for map, see Elizabeth Pellerin, VAPA E207)

Proposed installation and date: __________________________________________________________

Proposed date of restoration to original condition: _________________________________________

Other persons involved in the project: ____________________________________________________

Person responsible for maintenance and removal: ________________________________________

Installation/demolition equipment required: _____________________________________________

Disruptions to the campus - including pedestrian, vehicular: _______________________________

________________________________________________________________________________

DESCRIPTION (Please attach.) Include size (LxWxH), weight, materials, finishes. Attach all relevant photographs and/or drawings which will help to describe the piece.

I certify that I am responsible for this project and all costs associated with its installation, maintenance, and removal.

STUDENT SIGNATURES

__________________________________________________________________________________

APPROVAL (required before submitted)

__________________________________________________________________________________

Instructor

Date: ___________________________

7/9/99 JN