# 1. Form DC/PAAC(2009)

# Public Art Appraisal Committee c/o Development Control Group Urban Redevelopment Authority



45 Maxwell Road #07-00 Singapore 069118

Tel: 6223 4811

| PROPOSAL FOR EVALUATION BY THE PUBLIC                  | C ART APPRAISAL COMMITTEE (PAAC)      |  |
|--|---------------------------------------|--|
| 1 Description of Proposal                              |                                       |  |
| 2 Lot Nos.  *TS/MK                                     | 3 House No (if any)                   |  |
| 4 Location (Road Name)                                 | 5 DC File Ref. and Plan Ref. (if any) |  |
| PART I PARTICULARS OF APPLICANT SUBMITTING THE REQUEST |                                       |  |
| 1 Name *(Mr./Mrs./Miss/Mdm.)                           | 2 Address Postal Code                 |  |
| 3 Person to contact                                    | 7                                     |  |
| 4 Tel/Pager No   | 5 Fax No                              |  |
| 6 E-mail address                                       |                                       |  |
| 7 [ ] Owner [ ] Qualified Person [ ] Ot                | hers (specify)                        |  |

<sup>&</sup>lt;sup>#</sup> Please see the explanatory notes on the submission of proposal for PAAC's endorsement.

<sup>\*</sup> To delete where not appropriate

# PART II DETAILS OF THE ART WORK FOR ENDORSEMENT A separate detailed write-up is to be provided for every request. Please see Para 3 of the explanatory note for guidelines on preparing the request. PART III DECLARATION BY THE APPLICANT I/We certify that the particulars given above are true and correct. Name of Applicant Signature of Applicant Date

| CHECKLIST OF ITEMS SUBMITTED FOR EVALUATION BY URA & THE PAAC |  |     |    |
|---|--|-----|----|
| S/N   | Item   | Yes | No |
| 1   | Form DC/PAAC(2009) duly completed and signed by the applicant.   |     |    |
| 2   | Details of art work (see Para 3 of the Explanatory Notes):   |     |    |
|   | a) A massing model or artist's impression;   |     |    |
|   | <ul> <li>b) 1 set of fully annotated detailed Plans, Section, Elevations in<br/>'A" series in relation to the areas / space where are art work is<br/>proposed to be displayed;</li> </ul> |     |    |
|   | c) Value of the art work in Singapore Dollars, endorsed by the artist; and   |     |    |
|   | d) Independent assessment of the value of art work, endorsed by a recognized independent valuer.   |     |    |
| 3   | Details of maintenance programme.  |     |    |
| 4   | Letter of Undertaking by the owner to display and to be fully responsible for the maintenance and well-being of the art work.  |     |    |
| 5   | Other supporting documents, materials and / or relevant information (see Para 3 of the Explanatory Notes).   |     |    |

### Notes:

- 1. Please tick all items in the checklist. Do not leave any items blank.
- 2. If the URA or PAAC deems that the materials / information provided are incomplete or if it requires additional information / materials, the proposal may be returned. If so, the evaluation of the submission will proceed only upon receipt of the requisite materials / information.
- 3. Only items of cost that affect and contribute to the value of the art work can be included in the assessment of the value of the art work. This excludes costs incurred in procuring the art work e.g. travel expenses, artist's tools, freight charges, insurance, submission fees, etc.

## **EXPLANATORY NOTES TO FORM DC/PAAC(2009)**

### 1 When to Submit a Proposal?

A submission for endorsement by PAAC shall preferably be made prior to or at Planning Submission stage.

# 2 How to Submit a Proposal?

Your application must be made on the prescribed submission Form URA/PAAC(2009).

### 3 What to Submit?

Form URA/PAAC(2009) must be duly completed and signed before the proposal is submitted at Customer Service Centre, Urban Redevelopment Authority, 45 Maxwell Road, 1<sup>st</sup> Storey, Tower, The URA Centre, Singapore 069118.

The Form <u>must</u> be accompanied by a separate detailed write-up and valuation report on the art work. Failure to provide all the required materials / information will render your application incomplete and hence will not be accepted for consideration.

The following are to be submitted to facilitate the full evaluation of the proposal:

- a) A write-up explaining the concept of the art work, including its artistic / heritage merits. For works made up of a collection of separate independent pieces, additional information and elaboration on the curatorial concept and artistic merit of the art work is to be submitted. The curatorial concept should explain, for example, the concept of the layout and the proposed colour scheme, etc.;
- b) Detailed drawings (Plans, Elevations, Sections and Perspectives / Photos) clearly showing the installation location of the art work in relation to the spaces within which the art work is proposed to be displayed;
- Detailed drawings, with annotation of material and fixing details and dimensions of all views of the art work or scaled model showing the physical size and appearance of art work;
- d) A write-up highlighting the material of the art work, including an explanation on the selection criteria of the proposed material;

- e) Name of artist;
- f) Value (in Singapore Dollars) and quality of art work endorsed by the artist if the art work is to be commissioned. For integrated art works, the value of the art work is to be based on the 'nett-value' of art work, after deducting the cost of the building element that would have otherwise been provided in its place;
- g) Independent valuation of the art work endorsed by a recognised independent valuer;
- h) Installation methods;
- i) Maintenance proposal; and
- j) Safety considerations.

Any additional materials, documents or information, e.g. detailed models, plans, sketches, photographs, special studies done by consultants etc, that you deem will help illustrate and support your case may also be provided.

The URA will only forward the submission to the PAAC for its evaluation after it has approved the proposed location of the art work and form of integration.