

WESLEYAN UNIVERSITY  
OFFICES OF PHYSICAL PLANT & RESIDENTIAL LIFE

MURAL REQUEST FORM

\*\*\*SMALL SCALE, DETAILED DRAFT OF MURAL MUST ACCOMPANY THIS FORM\*\*\*

NAME/ADDRESS OF PERSON MAKING REQUEST: \_\_\_\_\_

WES ID: \_\_\_\_\_ WESBOX: \_\_\_\_\_ PHONE: \_\_\_\_\_

LOCATION OF MURAL (Please be specific in regards to location and size): \_\_\_\_\_

\*PROPOSED START DATE: \_\_\_\_\_ DURATION OF PROJECT: \_\_\_\_\_

LIST ALL MATERIALS THAT WILL BE USED: \_\_\_\_\_

PLEASE READ THE FOLLOWING BEFORE SIGNING:

- *I understand that I must stick to the proposed design and timeline.*
- *I understand that I am responsible for providing my own supplies and that I can only use water-based paints, no other materials can be used.*
- *I understand that I must leave a border on the top and bottom of the mural, no less than 1 foot, which cannot be painted, and that not more than 50% of wall space in a given corridor can be painted.*
- *I am responsible for ensuring that the area will be clean, and all materials will be removed when not working on the mural.*
- *I understand that I am financially responsible for any damages and or cleaning caused by the project.*
- *I will obey all fire code regulations as noted in the Terms and Conditions of Occupancy.*
- *I will ensure that all extra paint and paint cans are disposed of through the Office of Environmental Health and Safety.*
- *I will sign and date the mural.*
- *I understand that the mural must be completed by January 1<sup>st</sup> of the current academic year.*
- *I understand that the mural must include completion date, and may be removed by the University at any time.*

STUDENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

APPROVED BY:

\*\*Area Coordinator: \_\_\_\_\_ DATE: \_\_\_\_\_

Director of Residential Life: \_\_\_\_\_ DATE: \_\_\_\_\_

Facilities Manager: \_\_\_\_\_ DATE: \_\_\_\_\_

*\*Please allow two weeks for the administrative approval process.*

*\*\*The Residential Life staff member has determined that the majority (51% or greater) of the community approves of the proposed design for common wall space.*

*An approved copy of this proposal should be given to the student responsible for the mural. The original will remain with the Facilities Manager.*