***COMPLIMENTARY Customized Art Proposals make it easy for you to select ART!***

*To receive our Customized Art Proposal, simply fill out this Picture That LLC Project Design Form. This form provides key information that will enable our design staff to create a Customized Art Proposal containing suggested artwork framed specifically for your requirements. We look forward to working with you and thanks in advance for your business.*

1. **Client Information:**

Name:                                                                                          Organization:

Address:

City:                                                                                       State:                                   Zip:

Phone:                                                                                   Fax:

Email:                                                                                            Website:

1. **Type of Business:**

|  |  |  |
| --- | --- | --- |
| Healthcare | Financial | Real Estate |
| Hospitality | Technology/Digital Media | Sports |
| Entertainment | Education | Manufacturing |
| Professional (Lawyer, Doctor, Accountant, other) | | |
| Government (tell us which branch or agency) | | |
| Other (please specify) | | |

1. **Tell us about the types of art that might be of interest (check all boxes that apply).**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Media:** | | |  | | |
|  Original Art | | | Posters Mural | | |
|  Limited Edition Prints | | | Photography Commissioned Portrait | | |
| Giclee Prints | | | Sculpture | | |
| **Substrate:** |  |  | |  |  | |
|  Paper | Canvas | Wood | | Aluminum |  | |

|  |  |  |
| --- | --- | --- |
| **Categories of Art:** |  |  |
| Wellness/Fitness/Health | Cityscape | Cultural Art |
| Motivational/Inspirational | Local National | Women |
| Museum Prints | Regional International | African Diaspora |
| National Elements/Historical Landmarks |  Landscape  | American Indian |
| Patriotic/Military | Local National | Alaskan/Hawaiian |
| Sustainable/Environment Friendly |  RegionalInternational | Asian/Middle Eastern |
| Famous Persons |  Seascape | Hispanic/Latino |
| Architecture | Local National | Veterans |
| Abstract | RegionalInternational | GLBT |
| Botanical/Floral  Food/Farm to Table |  | Southwest American  Other   |
|  |  |  |
|  |  |  |
|  |  |  |

1. **Describe the décor in your Environment:**

|  |
| --- |
| Traditional |
| Transitional |
| Modern |

1. **Furniture Finishes:** For each area that will need art, please tell us the furniture finish in each area. If you know the furniture manufacturer and finish number, please include this information.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | *Cherry* | *Mahogany* | *Oak* | *Maple* | *Natural* | *Metal* | *Other* |
| *Lobby* |  |  |  |  |  |  |  |
| *Reception* |  |  |  |  |  |  |  |
| *General Offices* |  |  |  |  |  |  |  |
| *Executive Offices* |  |  |  |  |  |  |  |
| *Conference Room* |  |  |  |  |  |  |  |
| *Waiting Room* |  |  |  |  |  |  |  |
| *Patient Room* |  |  |  |  |  |  |  |
| *Infusion Room* |  |  |  |  |  |  |  |
| *Dining Area* |  |  |  |  |  |  |  |

1. **We need to know colors and finishes**. Which of the following are available?

|  |
| --- |
| Samples of colors/finishes |
| Color board |
| Spreadsheet of manufacturers, item numbers, descriptions and locations |

1. **Tell us about the** **layout of your space**.

|  |  |
| --- | --- |
| I am emailing/faxing a floor plan | Space and/or art size limitations :  |
| (Acceptable formats: CAD, PDF, JPEG, hand drawn) |  |
| I am mailing a floor plan/blueprint |  |

1. **What is the scope of your project?**

|  |  |
| --- | --- |
|  New Construction | Minor Renovation |
|  Major Renovation | Small Spruce Up |

1. **Do you have a geographical preference for artists?**

|  |  |  |  |
| --- | --- | --- | --- |
|  Local |  Regional | National | International |

1. **What additional information do you feel would be important for us to know?  
     
   *Thank you. We look forward to working on this project with you!***
2. **Sample Budget Template**

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**Reimbursable Expenses Include:**

1. Travel
2. Lodging
3. Telephone
4. Blueprints / Floorplans
5. Documents
6. Photocopies
7. Postage
8. Freight
9. Sub-Contractors
10. Ten % of reimbursable expenses

***Thank you. We look forward to working on this project with you!***