



VIA Metropolitan Transit ART IN TRANSIT PROGRAM

ART CONTEST Public Art Graphics

for new Primo bus shelters along Zarzamora St. & Military Dr.

# SUBMITTAL CHECKLIST

All application forms can be downloaded at: <u>www.viainfo.net/art-in-transit</u>, may be picked up in person at VIA Metro Center (1021 San Pedro), may be requested by email (<u>artintransit@viainfo.net</u>), or by calling 210.299.5904.

Each contest submission (*up to three submissions are allowed*) may be submitted in-person, by mail, by email, or online. Each submission is required to include the following, in order to be considered:

# In-person, or mailed Submission(s):

Application Form (Page 3) Be sure the form is signed and dated

Description of Design Intent (Page 4)

Station Location Selections: Up to Three (3) Locations, in order of preference if desired (Pages 7-10), unless the 'no preference' option is selected on Page 3.

One (1) original hard copy graphic, or high-resolution (300 dpi min) jpg/PDF image in 8"x 10" proportional format **for each panel**, i.e., a total of 3, 4, 5 or 8 panels are required to be submitted, with the Name of Graphic and Panel # identified on each panel within the set. Do not include your name, logo, or any other identifying information on the panel graphic submittal.

### Email Submission(s):

For email submissions, the above noted application materials must be downloaded from the website, and the Application Form, Description of Design and Station Location Selection forms will be required to be completed, scanned and uploaded, along with the graphic file submission(s), in either a single, or separate, pdf file(s), and emailed to <u>artintransit@viainfo.net</u>.

# Online Submission(s):

For online submissions, all information required is contained within the online application located at: <u>http://www.viainfo.net/art-in-transit/</u>. Up to three graphics in the above noted format, can be included in a single submission (title, design intent, individual panel #s, and options for location preferences are provided with each entry).

### Submitted materials will not be returned.

All questions and inquiries may be submitted by in writing to: VIA Art in Transit, 123 N Medina, San Antonio, TX 78207, by email to: <u>artintransit@viainfo.net</u>, or by telephone at: 210.299.5907 or 5904.