

EXHIBIT C

MAINTENANCE PLAN

Artist: _____ Birth date: _____

Nationality: _____ Place of birth: _____

Address: _____

E-mail Address: _____

Home Phone: _____ Work Phone: _____

Studio Phone: _____ Cell Phone: _____

1. Title of the Artwork: _____
2. Medium or material: _____
3. Edition information, if applicable: _____
4. Date and place executed: _____
5. Collaborating artist(s), if applicable: _____

6. Maker(s) other than Artist (fabricators, technicians), if applicable. Include names, addresses, phone numbers and element worked on.

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7. Location of signature and copyright mark, if it occurs.
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8. Exhibitions pertaining only to the above-named work, if any.

9. Published reviews or articles concerning the above named work.

10. Dimensions (please measure in both inches and centimeters; record height first, then width, then depth if needed or diameter; if a work is irregular or circular in shape, state as such in parenthesis; if work involves multiple pieces, measure the significant parts as well as the whole; measure the work separately from the frame or pedestal; include the dimensions of the frame or pedestal.)

11. Materials used in the execution of the Artwork (be technical and specific).

12. Technique or construction methods used in the execution of the Artwork (attach fabrication drawings, if necessary).

13. Material finish on the Artwork (glaze, paint color and type, sanding, grit, tool pattern, patina, surface sealer, etc:

14. Foundation/installation structure (include armature bolt/pin size, grout, etc.).

15. Handling instructions.

16. Artist's statement about the Artwork (concept, message, relationship to site, etc.).

17. Describe recommended general routine maintenance and care for the Artwork (cleaning agent(s), procedure(s) timetable, etc.).

18. Special handling and/or storage instructions.

19. Special cautions or concerns regarding the Artwork.

20. Packing, shipping or storage instructions (should the need arise).
