

Tewksbury Beautification Committee
“Tewksbury: Past, Present, Future” - Switchbox Design Application

Artist/Organization Name:

Mailing Address: (must be resident of Tewksbury):

Phone Number:

Email Address:

Website: (if applicable)

“Tewksbury: Past, Present, Future” Theme / Design Concept:

Site:

(Attach if needed)

Since switchboxes are operational, we request that hinges, locks and keyholes should only be very lightly painted, or avoided when executing your design. Applicants must submit jpeg image(s) of the original design and color scheme. If your artwork is selected by the committee, you must incorporate within the design and on the box, the text: *A Tewksbury Beautification Project*.

Please mail or drop off the completed form with artwork images to
Tewksbury Beautification Committee c/o Tewksbury Town Hall, 1009 Main Street, Tewksbury, MA 01876
Or submit digital images and application via email to clean.up.tewksbury@gmail.com

Please be mindful of having a clean worksite and timely execution of your project. If a selected artist does not complete their box in the timeline outlined, the Tewksbury Beautification Committee reserves the right to offer the unfinished box to a waitlisted artists and revoke remaining stipend, regardless of progress or investment incurred.

Please Sign Below (required):

The artwork I have submitted for the Tewksbury Beautification Switchbox Project is original and owned solely by me, and reproduction will not violate the rights of any third party. I grant irrevocable license to the Town of Tewksbury and the Tewksbury Beautification Committee to make reproductions of my final artwork and designs to be used in media for publicity. I understand the Town of Tewksbury and the Tewksbury Beautification Committee have the right to paint over my design without prior notice to me in the future if the appearance deteriorates due to weather or vandalism.

Signature

Date

Tewksbury Beautification Committee
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Terms of Agreement:

- Artists must be a resident of the Town of Tewksbury.
- We are able to offer a \$150 honorarium to approved artists. 50% will be paid up front to help pay for painting supplies, the following 50% will be paid upon successful completion of assigned switchbox.
- Artwork submitted must be an original creation of the artist. Final artwork on switchbox must not deviate from approved design. Any significant changes to the original approved artwork must be cleared with the Tewksbury Beautification Committee before final production.
- Designs may be representational or abstract but must be appropriate to the selected theme, location, and suitable for a public audience. The theme “Tewksbury: Past, Present, Future” is open to interpretation and will lend it self nicely to historical, recreational, environmental, and cultural themed imagery.
- Approved artists will need to notify Tewksbury Beautification Committee of the specific dates when they plan to paint their box (weather permitting). Town of Tewksbury may request rescheduling if roadwork or other municipal project prohibits a safe working environment. Painting of the box must be completed within a “reasonable period” of start date.
- Utility boxes must be scraped, cleaned, and primed before the artist may begin painting. We suggest masking over functional areas and spraying with automotive primer.
- Applied paint must not interfere with the operation of the box’s hinges, handles, vents, locks, keyholes, or obstruct any cautionary text on the box.
- Passage on sidewalks for pedestrians must be maintained. Blocking traffic is forbidden, unless coordinated in advance with project staff. Please notify the committee of proposed work dates.
- Artists must supply their own water / solvents, and dispose of all waste the proper way. No dumping! Artists are expected to keep a clean work site and use a drop cloth while painting.
- Only durable, outdoor suitable, materials are to be used in creation of the artwork. Artists are responsible for protecting finished artwork from weather and vandalism with a protective varnish and coating of wax. (Butcher’s Wax may be applied manually and buffed to a finish.)
- The Town of Tewksbury reserves the right to paint over the switchbox in the future if the appearance deteriorates due to weather or vandalism. For minor adjustments or artwork repairs, The Tewksbury Beautification Committee will contact the original artist to restore the design as needed. If the original artist refuses or is not available, the Tewksbury Beautification Committee reserves the right to use another

artist to restore the damaged design to its original approved state, without willfully altering the artist's creative property.

Recommended Materials List and Instructions

Step 1 is to wire brush the utility box to remove any loose paint, rust, etc.

Step 2 is to rough-up the surface of the utility box with Emory (black) sandpaper 250 grit, made for use on metal.

Step 3: Wipe and dry off the box

Step 4: is to paint the utility box with one good coat of a metal primer. Rustoleum Oil based primer, or Ace Rust Stop.

Step 4 1/2 (optional): Lightly scuff primer coat. Wipe off all dust.

Step 5: Paint! Use Rustoleum exterior paint is suggested

Step 6: Seal your artwork with Lundmark brand paste wax. This will help protect it from the elements, and resist graffiti.

Important: We DO NOT recommend paint markers. Many brands of paint markers have fade within just one season, and the wax sealer will wipe it right off. Graffiti remover will also wipe this right off. To ensure your artwork lasts for many years to come, please only use exterior latex house paint.

Please save any leftover house paint so you can touch up your box, if needed. A simple touch up kit can be set aside by using glass mason jars to store extra paint.

We encourage buying supplies locally and supporting Tewksbury businesses whenever possible.

** These are suggestions based on guidelines collected from multiple communities. For questions, please contact Tewksbury Beautification Committee at clean.up.tewksbury@gmail.com.

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