TUFTS UNIVERSITY ART GALLERY
Slater Concourse Gallery
Exhibition Installation Plan

Installation Plans are due 4 weeks before installation

Contact Name: ____________________________________________________________

Phone number: ___________________________ Email address: ______________________

Installation and de-installation dates: ____________________________________________

Reception/Event dates (of applicable): ____________________________________________

Title Wall information (to be printed AS WRITTEN in vinyl and installed by Gallery):
Note: Vinyl color, font, and size will be determined by the Gallery and installed at the end of the Concourse on the wall closest to the Theater Box Office, unless otherwise discussed.

Exhibition Title: ______________________________________________________________

Artist(s): ___________________________________________________________________

Curator(s) (if applicable): _____________________________________________________

Exhibition Sponsor(s): _________________________________________________________

Please attach the following documents to this application:

Updated and final checklist:
- Includes a list of each artwork and how you intend to print/hang/frame them.
- Include artists name, title of work, year completed, dimensions, and media.

Wall elevations:
- Draw wall elevations of the two walls to show intended layout, include dimensions of artworks, height off of floor, and distance between artworks.
- This can be drawn on a computer (illustrator, CAD, Vectorworks, etc.) or carefully and clearly sketched by hand.

Didactics (wall text):
- Include any and all wall text to be installed with the exhibition. This includes, introductory text, wall labels, and object labels.
- Select font type, font size, and label dimensions.
- Determine how labels will be printed and mounted.

Budget (for students only):
- List projected costs for the exhibition and how these costs will be covered.
- Include any secured or projected funding.