

State of Kansas  
Capitol Preservation  
Committee

Request to place artwork, statue, or  
memorial in the Capitol or on  
the surrounding grounds

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This form is the first step in the process of requesting permission to install artwork, statue, or memorial in the Capitol or on the surrounding grounds. Please send the completed form to Capitol Preservation Committee, c/o Executive Director, Kansas Historical Society, 6425 SW 6th Avenue, Topeka KS 66615. Submission of a proposal does not guarantee an acceptance of the project.

The application will first go before the Capitol Preservation Committee. If a permanent proposal is approved, it will be recommended to the legislature. Legislation must be passed to approve the project. If approved, the sponsor of the project will work with the Department of Administration to complete the necessary preparations. Please understand this process takes some time.

Date submitted: \_\_\_\_\_

APPLICANT INFORMATION

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ Ext. \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

Please answer the following questions based on your current planning.

Provide a general concept of the artwork, statue, or monument and why you would like to see the artwork on display in or on the grounds of the Capitol:

What is the design of the artwork you are proposing? If you have a specific design, please provide a drawing or a photograph.

Who is the artist or designer? If one has not been selected, please provide a description of how the artist or designer might be selected.

Identify suggested placement of artwork in or on the grounds of the Capitol. Please understand the final placement will be determined by a variety of factors.

If you have a project budget, please discuss the funding and the proposed cost. Does your budget include all installation costs?

Explain your desired timeline for the proposed project keeping in mind the process for placing artwork in and on the grounds of the Capitol.

I understand that if my project is approved a copyright agreement and a transfer of ownership to the state of Kansas must be completed before any work is installed in the Capitol or on the grounds.

Sign here: \_\_\_\_\_