



CITY OF TAMPA

Bob Buckhorn, Mayor

Art Programs Division

Robin Nigh, Manager

Commissioning a Muralist for Your Property

Do you have interest in having a mural painted on your property, but don't know where to start? The City's Art Programs Division is here to help! The following are steps based on national best practices in the field of Public Art, on how to commission an artist for your site.

Pre-meeting with Art Programs: The Art Programs Division will assist in guiding the beginnings of your project to get things going. Our office will be available to meet you on-site to assess the area, discuss what the budget range should be, and outline logistics for your project.

Artist Selection: We advise you to work with a professional artist. While we can't recommend an artist, the Art Programs Division has a pre-qualified list of local artists available, who are known to come in on time and on budget, are experienced in mural painting, and produce high quality work.

Proposal: Once you've selected your artist, have him/her meet you at the site to determine scale and best approach to the site, which will narrow your budget range. Once a sense of the project is determined, it is best practice for you to pay the artist a modest fee (\$500-\$750) for a conceptual rendering, itemized budget and schedule / timeline from design to completion. If considering multiple artists, repeat the process for each artist.

Conceptual Rendering

- This will let you know what the mural will look like on your building. Keep in mind, the design might go through some slight changes, as you and the artist work together, but also, please respect that this is the artist's design. The Art Programs division is happy to broker the design review meeting. Most artists have a maximum design change clause (no more than 3 changes).

Itemized Budget

- Things to be considered in an artist's budget: Labor, Artist Fee, General Liability Insurance, Equipment (lifts, harnesses, generator, etc), Materials (paint, brushes, etc), Parking, Travel (if applicable), Permits (if any sidewalk closures, etc), Contingency and other add-ons (anti-graffiti? Photography?)

Schedule for Project

- Ask the artists for a timeframe for design, and how many days/weeks projected to paint. Factor in rain delays.
- Regarding payment schedule, it is best practice to pay the artist 50% up front at notice to proceed / final design approval and 50% at completion of the project.

Items to Consider:

- Is your property historic? If your property falls in a historically designated area there are some regulations that will need to be explored through the Historic Preservation Department. The City of Tampa, Art Programs Division can help navigate this.
- Your mural will last longer if your wall is pressure washed and primed, and if your artist uses good quality paint with UV protection. If you're willing / have the funding to do this, consider working with the artist regarding best primer products that complement the paint that s/he is working with.
- Who are your neighbors? Are they OK with this? Good idea to keep everyone around you in the loop!
- Zoning and logos – the City of Tampa recommends that you don't paint your logo on your site, but the design can complement your business. Regardless, the Art Programs Division will review the design prior to commencement of painting and let you know if there are any concerns.
- Having a contract between you and the artist is a good idea. The Art Programs Division is happy to share their sample contract, or other simple agreements may be available for a quick turnaround.

306 E. Jackson Street • Tampa, Florida 33602 • (813) 274-8531 • FAX: (813) 274-8127