Mural Approval & Contract Form

** ATTACH DRAWING(S) WITH COLORS TO THIS FORM. **

THE UNDERSIGNED, AGREE TO THE FOLLOWING CONDITIONS AND ACCEPT FULL RESPONSIBILITY FOR THIS MURAL PAINTING PROJECT.

1. The painting of the mural project MUST be completed within a two-week timeframe. Should the mural not be completed within this timeframe, the mural will be painted over with a solid-color base by UK Campus Housing staff and the cost of labor and/or supplies will be the responsibility of the person listed below.

2. All materials will be obtained from UK Campus Housing Mural Painting Staff and returned in good condition on or before the scheduled end date. These supplies are not to be loaned to other projects!

3. Upkeep of the mural will be the responsibility of the person listed below and the UK Campus Housing Mural Painting Staff. This includes touch-ups as a result of vandalism and normal wear and tear. Once the person listed below no longer lives on the floor, it will be under the UK Campus Housing Mural Management discretion as to when the project will be painted over.

4. UK Campus Housing Mural Painting Staff and UK Campus Housing Maintenance Staff (when necessary) will inspect the completed project and assess charges for any damage that has occurred as a result of the project.

5. To avoid damage and charges, I will follow these guidelines:
   a. Mask off with tape any adjacent surfaces: do not get paint on doors, carpet base, or door frames. Keep drop clothes secured to protect carpet. Wipe any paint drips off drop cloth right away to prevent tracking of paint onto carpet.
   b. Clean up paint spills on carpet immediately with warm water. For large spills, contact UK Housing Maintenance immediately!

6. To insure the materials and supplies used are kept in good condition and will be available for future painting projects, I will:
   a. Keep rims of paint cans clean and the tops on, unless the color is in use. Do not bend paint lids as to insure a tight seal on cans.
   b. Thoroughly clean brushes and rollers with cold water and a small amount of soap to keep them in good condition.

7. If a mural project is vandalized or damaged beyond repair, it will be painted over with a solid-color base.

PROCEDURES FOR THE MURAL PAINTING PROJECT:

1. Read and complete this form. Submit this to the UK Campus Housing Mural Management with necessary attachments.
2. Once approved, project workers may begin drawing on the wall under UK Campus Housing Mural Painting Staff supervision.
3. Once the drawing is completed, contact the UK Campus Housing Mural Painting Staff in order to receive the paints and supplies.
4. Paint within designated timeline. The project MUST be completed within two weeks of the start date. Paint supplies will be stored in a designated area while not in use. Paint and other flammable materials may NOT be stored in student rooms.
5. Contact the UK Campus Housing Mural Painting Staff for final inspection.

Primary Person Responsible (resident only)

Print Name
Room #: 
Signature

Estimated Start Date: 
Estimated End Date: 

Approval Signatures

Resident Assistant Approval: 
Date: ________

Residence Life Approval: 
Date: ________

Hall Director or Area Coordinator

UK Campus Housing Approval: 
Date: ________

UK Campus Housing Mural Manager

Final Inspection Completed by: 
Date: ________

UK Campus Housing Mural Painting Staff

* Attach a list to this form of residents’ signatures for residents’ approval.