Permanent Collection Loan Program  
Site Description Form

Your agency has been invited to participate in the New Mexico Arts Permanent Collection Loan Program. This survey has been designed to help you think about the possibilities of artwork that would be most appropriate for your agency.

A. Project Information

Project Number __________________________ Project Amount _________________________
Project Name _______________________________________________________________________

Name of the Site Representative who will be choosing the artwork:
_____________________________________________________________________________________

Address _______________________________________________________________________________
_____________________________________________________________________________________

Phone ___________________ Fax ___________________ Email ________________________________

B. The Site

1. Name of the building where the art will be located: _____________________________________
_____________________________________________________________________________________

2. What is the primary use of this building? _______________________________________________
_____________________________________________________________________________________

3. What types of space are available for displaying artwork? (Check all that apply)

- Interior
- Exterior
- Floor Space or Pedestal
- Wall
- Display Case
- Other: ____________________

4. If wall space is available, how large is it?

- Small (7-11 ft. in length)
- Medium (12-15 ft.)
- Large (over 15 ft.)

5. What type of lighting will the art be placed in?

- Natural Light
- Artificial Light
- Direct
- Indirect
- Direct
- Indirect

Please note: Some artworks such as watercolor paintings, prints, photographs, tapestries, drawings and other works on paper may be easily damaged by direct sunlight!

6. Which are the primary groups of people who use your building? (Check any that apply)

- Adults
- Elderly
- Children/Teens
- Special Interest or Ethnic Groups (specify): ________________________________
7. Is vandalism or security a concern?
   __Yes (explain): ________________________________________________________________
   __No

8. Comments/Special Concerns: ______________________________________________________
   ____________________________________________________________________________
   ____________________________________________________________________________
   ____________________________________________________________________________

B. THE ARTWORK

9. What primary functions would you like the artwork to serve in your facility?
   (Please indicate interest by ranking: 1 = highest priority, 5 = lowest priority)
   __Inspire viewers and stimulate thought and conversation.
   __Drawing visitors and provide a local economic opportunity.
   __To express the philosophy of the organization and/or function of your facility.
   __To be a good financial investment that will increase in value.
   __Express the facility's support and understanding of fine art.
   __To serve as an example of creativity to inspire employees, residents and visitors.
   __Other (specify): __________________________________________________________________

10. How do you see your building? (Check all that apply)
    __bold/strong       __symbolic       __rough/rustic
    __thought provoking __challenging       __intellectual/conceptual
    __emotional         __dramatic/striking __natural/organic
    __classical         __light-hearted    __fluid/flowing
    __subtle            __technological  __geometric
    __Other (specify): __________________________________________________________________

11. Check any of the following art forms/mediums that may be appropriate for you agency:
    __Painting          __Fiber/Textile  __Ceramic
    __Print*            __Small sculpture __Glass
    __Photograph        __Free-standing sculpture __Handmade book
    __Quilt            __Relief/Wall sculpture __Basket
    __Pastel            __Artist-designed furniture __Mobile/Suspended artwork
    __Drawing           __Neon/Light
    __Other (specify): __________________________________________________________________

*Limited edition original print (such as an etching or woodcut), not a reproduction of a painting.