



Creative City Campus – Expansion and Renovation
George Reid House – Call for Artists – Integration of Indigenous art

APPENDIX B: SUBMISSION INSTRUCTIONS

1. Submit all files in one zipped folder to creativecitycampus@ocadu.ca. In the body of your e-mail, please ask for confirmation of receipt of your e-mail.
2. Within your zipped folder you should have eight PDFs labelled as the following:
 1. Your last name_Part 1_Artist statement
 2. Your last name_Part 2_CV
 3. Your last name_Part 3_Previous work
 4. Your last name_Part 4_Written proposal description
 5. Your last name_Part 5_Graphic proposal presentation
 6. Your last name_Part 6_Budget
 7. Your last name_Part 7_Confirmation of commitment
3. Submissions are due on **March 12, 2018 2:00 p.m.** Submissions received after this time will not be considered.
4. Supplemental material beyond the parts outlined above shall not be submitted as part of your proposal.
5. Maximum file size for OCAD U e-mail attachments is **25 Mb**.