

## Directive for Installation of Artwork

### Department of Visual Arts - 100 Laurier Avenue East and 200 Wilbrod Street

100 Laurier Avenue East and 200 Wilbrod Street are known to contain designated substances. For the safety of occupants, all infrastructure and surfaces within these buildings must remain undisturbed (including but not limited to floors, walls, ceilings, doors, building systems and more). Art installations within 100 Laurier Avenue East and 200 Wilbrod Street must be performed in the following manner:

- Framed photographs and paintings, stretchers, canvases, and panels may be installed only on pre-approved plywood wall coverings in studio and gallery spaces using fasteners (nails and screws) that penetrate no more than 1" into the plywood. Refer to floorplan for pre-approved locations. Please see a technician to obtain fasteners and for assistance.
- Installation of works on paper and unframed photographs is allowed using painter's tape exclusively, so as to not disturb nor damage the wall surface. Please see a technician to obtain tape and for assistance.
- All other installations require written permission from the Department of Visual Arts, including but not limited to the list below. Conditions will apply. Please complete an application form at the reception desk (room LRR 110):
  - o Installations outside of pre-approved plywood protected studio and gallery spaces. (i.e. classrooms, labs, workshops, hallways, offices, public spaces). Refer to floorplan for pre-approved locations.
  - o Large or heavy works, sculptures, electronic devices, projections, artworks with moving parts, liquids etc.
  - o Installations on the hanging grids in rooms 219 and 205.
  - o Installations on campus outside of 100 Laurier Ave East and 200 Wilbrod Street.
- Installations are not permitted in stairwells nor in washrooms.
- Artwork may not be fastened to floors nor ceilings.
- It is not permitted to hang nor attach anything to ceilings, plumbing, electrical, and ventilation fixtures or systems.
- Access to the suspended ceiling space and mechanical rooms is forbidden.

**Unintentional/accidental and willful damage to the building must be reported to the Department of Visual Arts immediately.**

**Questions or concerns? Not sure what to do?**

Ask a technician!

**Endroits préapprouvés (uniquement les emplacements surlignés en couleur ci-dessous)  
Pre-approved locations (only those areas highlighted in colour below)**

