

All tunnel paintings/images require University authorization by the Joint Chairs of the Carleton University Personal Safety Committee using the form below.

Paintings for which no application for authorization has been made will be painted over by Physical Plant without notice. Paintings for which an application has been made but which, when painted, contravene the conditions for tunnel paintings (see below), will be painted over by Physical Plant without notice. The full cost of this removal will then be charged to the applicant. A refundable deposit may be required.

Please complete and submit this form, along with a drawing or facsimile of the tunnel painting for which authorization is being requested, to Equity and Inclusive Communities, room 3800 CTTC. Incomplete or illegible forms will not be processed.

THIS FORM MUST BE SIGNED BY THE UNIVERSITY OFFICERS LISTED BELOW	
Name of Applicant (<i>group or association</i>):	Date: (YYYY/MM/DD) ____/____/____
Name of Applicant Representative (where applicant is a group or association):	
Telephone Number:	
Mailing Address:	
Email address:	
Written Description of Tunnel Painting (and preferred location*): This <u>must</u> include a brief explanation of the significance and symbolism of each graphic element. (Note: general public interpretations will trump "in jokes" or "creative" interpretation of symbolism)	
REQUIRED SIGNATURES:	
Applicant (or representative where applicable): _____	
Co-Chair of the Personal Safety Committee: _____ Vice-President (Finance and Administration)	
Co-Chair of the Personal Safety Committee: _____ Director of Equity and Inclusive Communities	
Director of Planning, Design & Construction _____	

SEE BELOW FOR CONDITIONS GOVERNING ANY PROPOSED TUNNEL PAINTING

***Groups replacing murals will be required to maintain the existing mural location.**

CONDITIONS FOR AUTHORIZATION OF CARLETON UNIVERSITY TUNNEL PAINTINGS

Design and Content

- Images should, by word or design:
 - portray a positive image of campus life and/or Carleton University
 - promote inclusiveness and build community
 - observe the principles of respect, peace, tolerance, and trust (see Statement on Conduct and Human Rights, Carleton Human Rights Policy, www.carleton.ca/equity)
- Images may not, by word or design:
 - be racist, homophobic or sexist (or create a sexualized environment)
 - promote stereotypes of persons with disabilities, Aboriginal peoples, visible minorities, lesbians, gays, bisexual, or transgendered persons
 - ridicule or promote intolerance towards any religion
 - promote violence, or the use of weapons, alcohol or drugs
 - contain abusive language that targets individuals or groups
 - be personalized attacks on individuals
 - appear larger than life and threatening
- Design drawings must be submitted intact. Authorization is to the design submitted in the drawing and not to a modified version of that design.
- Images may not be used for commercial gain or purpose.
- Clubs, associations, groups or organizations may use their painting to create awareness of their existence on campus, but may not include promotion of their ideological agenda nor make reference to other agendas or positions adverse to theirs

Logistics (Paint Type, Painting Size, Location, Painting Schedule, Chargebacks)

- Only low-odor, latex paint may be used.
- Maximum mural dimensions are 3 metres in width by floor-to-ceiling in height. (This applies to all new paintings as of August, 2002.)
- Applicants will be required to use the same space as that used for their previous murals.
- Applicants must supply the Manager, Physical Plant with an Internal Chargeback to cover the cost of preparing the mural surface, including painting over their existing mural.
- Any painting outside of the assigned space and authorized content, such as graffiti or hand or footprints, will be painted over and charged back to the Applicant identified on the reverse.

Authorization Period:

- Authorization for tunnel images is for a period of four (4) academic sessions. University painters from Physical Plant may paint over tunnel images upon completion of this period.
- **The mural must contain the date of the painting (YYYY/MM/DD) in the lower right-hand corner on site.**

*Groups or associations applying to replace a tunnel painting will be charged the cost of removing the existing painting.