



Millburn is inviting local organizations and businesses to participate in the *2019 Wheels Rolling into Millburn (MRIM)* project! We encourage you to become a part of this exciting community public art project. This is our inaugural year and we would like your participation as a way to showcase your organization's mission and to highlight Millburn's diverse culture by using creative expression. The stage for your completed creation will be at Taylor Park on Saturday, September 7<sup>th</sup> (*rain date, Sept 8<sup>th</sup>.*)

Please know that *all* participants/organizations **MUST** be Millburn/Short Hills residents or business owners. Using the attached template, submit a sketch of your proposed design concept for the 35" wooden millwheel that represents your organization. Completed sketches need to be submitted to the MRIM Art Committee for the approval process by Friday, May 24<sup>th</sup>. Forms will be submitted to [CEDAinfo@millburntwp.org](mailto:CEDAinfo@millburntwp.org) and acknowledged by email receipt. Participants will be notified of approval by June 10<sup>th</sup>.

Once selected, your group or business will submit a \$100 REFUNDABLE check for the millwheel. Please make checks payable to Millburn Township and put *MILLWHEEL DEPOSIT* in the subject line. Your refund will be processed after the delivery of your completed millwheel. Your check can be mailed or dropped off at the Customer Service Desk at Millburn Town Hall 375 Millburn Ave. From there, you will receive a voucher to pick up your Millwheel at the DPW (*Department of Public Works*) 345 Essex Street—Monday-Friday 8:30am - 2:30pm or Saturdays, 8:30am - 11:30am between Monday, June 17<sup>th</sup> and Saturday, June 22<sup>nd</sup>.

Finalists must have millwheels completed and returned to the Millburn Department of Public Works (345 Essex St.) between Monday, August 26<sup>th</sup> and Saturday, August 31<sup>st</sup> during the hours stated above.

Millwheels will be on display at the Millwheel unveiling celebration in Taylor Park on Saturday, September 7<sup>th</sup> and then will be placed at their final destinations throughout town.

Please submit the following by May 24<sup>th</sup>:

- Participant's Agreement Form (signed)
- Copyright agreement (signed)
- Sketch created using the millwheel template
- Brief mission statement about your organization (*One paragraph or less*)
- Email completed Participant's Agreement Form and sketch to [CEDAinfo@millburntwp.org](mailto:CEDAinfo@millburntwp.org)



## TIMELINE:

- **Sunday, April 7:** 2019 Millwheels Rolling Into Millburn Kick-off event at Taylor Park, 2pm to 4pm
- **Friday, May 24:** Designs due via email: [CEDAinfo@millburntwp.org](mailto:CEDAinfo@millburntwp.org)
- **Monday, June 10:** Approval notification
- **Monday, June 17:** Refundable deposit due
- **Monday, June 17-22:** Millwheel pickup at DPW 345 Essex St.
- **Monday, August 26-31:** Completed Millwheel drop-off at DPW 345 Essex St.
- **Saturday, September 7:** Millwheels Rolling Into Millburn display at Taylor Park, 2pm to 4pm
- **Sunday, September 8:** *Rain Date*

## Technical Notes & Design Criteria

- 1) Participants may not compromise the structural integrity of the millwheel. The contact points by which the millwheel is attached to its base cannot be altered or obstructed.
- 2) The millwheel will be placed in outdoor areas fully accessible to the public. Participants should consider the weather and other elements, including sun, rain, wind and dirt. Participants must develop designs that can withstand the weather. Base coat should be applied with exterior latex paint or oil primer. Recommendation: Zinsser Bulls Eye 1-2-3 Latex Primer Sealer.
- 3) Participants may paint and/or adorn the millwheel. Although objects may be attached to the millwheel, please keep in mind that vandalism may occur. Any object that is affixed to a millwheel must be attached in a way that it cannot easily be removed or broken.
- 4) Millwheels Rolling Into Millburn is a public art exhibit. The millwheels will be placed in highly public, accessible locations. Public safety is a significant concern. Designs should be created with durability and safety in mind. Designs must be appropriate for public display. Designs that are inappropriate in nature will not be accepted. A review panel will assess all designs. The review panel has the sole discretion to accept or reject any design.

## Acknowledgment for Participation

A plaque will be mounted on the base of each millwheel with the name of organization. Photos of millwheels will be featured in both print and social media throughout the season.

## Resources for Participants

Participants are encouraged to view websites that provide information about similar projects that have taken place in other communities. Cowpainters maintains a website that lists all the programs for which they supply forms. By visiting [www.cowpainters.com](http://www.cowpainters.com) and clicking the "Projects" tab you can view projects in other cities.



**PARTICIPANT’S AGREEMENT FORM**

**Millwheels Rolling Into Millburn 2019**

Deadline for sketch submission: Friday, May 24, 2019

Email completed Participant’s Agreement Form and Sketch to: [CEDAinfo@millburntwp.org](mailto:CEDAinfo@millburntwp.org)

Please PRINT clearly:

**Organization Name:** \_\_\_\_\_  
*(Exactly as you want it to appear on plaque and in print)*

**Organization Representative:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Title of Millwheel:** \_\_\_\_\_

**Design Statement** *(Brief description of design inspiration and/or how it will be made):*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Assurances: I have completely read the MRIM Packet and agree to its contents in full. I acknowledge that all application materials will become the property of Millburn Township and no materials will be returned to the artist. I agree to all terms of the Participant’s Agreement.

**Participant’s Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



## COPYRIGHT AGREEMENT

WHEREAS, \_\_\_\_\_ an organization having an address at \_\_\_\_\_ is the Author of the design and sketches (collectively referred to as the “Design”) attached to the application submitted to the MRIM committee on the same date of this assignment;

WHEREAS, the participant understands and acknowledges that, as part of the application process, it is intended that Millburn Township owns the entire right, title and interest in and to the Design.

WHEREAS, the participant understands and acknowledges that he/she will be notified in writing by the MRIM committee when his/her design has been approved and selected.

WHEREAS, the participant understands and acknowledges that, upon the participant’s receipt of written notification that his/her design has been selected and approved, he/she shall apply that design to a millwheel provided by the MRIM committee, thereby creating a millwheel ready for outdoor display during the fall of 2019.

WHEREAS, the participant desires to transfer all of his/her right, title and interest in and to the Design, including but not limited to, all derivative works which are based on the Design to Millburn Township;

WHEREAS, the participant understands and acknowledges that Millburn Township shall continue to be the sole and exclusive owner of the entire right, title and interest in and to the Design, including, but not limited to, all derivative works based on the Design of the millwheel if approved for exhibition as described in detail in the Call for Participants to Millburn Township

NOW, THEREFORE, for good and valuable consideration, receipt of which is hereby acknowledged, and intending to be legally bound hereby, the participant hereby assigns to Millburn Township all his/her right, title and interest in and to the Design and to any derivative works based on the Design including but not limited to any rights it may have in the finished millwheel, together with all copyright application and registrations therefor.

The participant acknowledges and agrees that, due to the nature of the public display of the finished millwheel, Millburn Township shall not be liable for any distortion, mutilation, modification or destruction of the finished millwheel by accident, act of God or person. The participant hereby waives his/her rights under the Visual Artists Rights Act (“VARA”), 17 U.S.C. 106A, as against Millburn Township in the event of such distortion, mutilation, modification or destruction.

The participant further acknowledges and agrees that if the finished millwheel is vandalized, damaged or otherwise modified and the participant is unable or unwilling to promptly repair such



alteration, Millburn Township shall have the right to make, or have made, such repairs, even if the repairs would constitute distortion, mutilation or modification under VARA. The participant hereby waives his/her rights under VARA in the event and to the extent Millburn Township deems such repair necessary.

The participant represents to Millburn Township that he/she is the sole author of the Design and that the Design is an original work of authorship which does not infringe upon the copyright rights or the intellectual property rights of others, and that he/she has the unencumbered right to make this assignment.

In the event the Design is not approved or selected for exhibition, as described in the Call for Participants, Millburn Township shall assign (and hereby does assign) back to the participant all its right, titles and interest in and to the Design.

**Name of Organization/Business:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Millwheel Title:** \_\_\_\_\_

**Representative Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

