

## General licence conditions, guidelines and considerations for the decoration of outdoor sculptures for festivals and events

If you are planning to decorate an outdoor sculpture from the City of Oulu's collection with clothing, headgear or other decorations, please contact Päivi Kyllönen-Kunnas, conservator at the Oulu Art Museum, by e-mail. Please also CC the message to curator Elina Vieru.

In the message, specify the artwork for which you are requesting permission.

Please provide the applicant's contact details. For example, in the case of an association or school, please provide the name, address, e-mail address and telephone number of the chairperson/director and the e-mail address and telephone number of the contact person.

Please also indicate the date and duration of the event.

### PLEASE NOTE THE FOLLOWING:

The Art Museum requires that any costume or decoration be removed immediately after the event. For example, if the event starts at noon, the costume or decoration should be removed by 12:30 pm.

The decoration (e.g. hat) or costume should be light. It can be made of paper, cardboard or cloth. It is forbidden to attach decorations or costumes to the surfaces of the sculpture or to use surface scratching attachments or details such as pins, buttons and zips. You may also be asked to prepare a visual presentation of the decoration for the conservator.

Some of the public sculptures are so tall that decorative hats or costumes have to be installed by crane. These include the statues of Frans Michael Franzén, Teuvo Pakkala and Leevi Madetoja.

Prior to the start of the event, the operator and those installing the costume or decoration must test and confirm that the equipment is working. At the end of the event, the decoration/clothing is removed by crane.

The party setting up the decoration or costume is responsible for arranging the crane and any associated costs. The applicant must provide the Museum with the name of the lifting company and the operator of the lifting equipment at least one week before the event.

It is forbidden to climb on the base of the sculpture. Only the number of persons authorised by the operator of the hoist may be on the platform or in the basket (one to three persons depending on the equipment).

A minimum distance of 15 cm must be maintained to the sculpture and the base.

Any damage to the sculpture or the base must be reported to the museum contact person within the next working day.

An assembly permit issued by the City of Oulu is required for public events such as celebrations involving the festive decoration of statues. Permits should be applied for approximately one month in advance. The Oulu10 Customer Service Desk will advise you on the application process.

#### CONDITIONS FOR THE CRANE COMPANY:

The organiser must send a copy of the lifting equipment company's liability insurance certificate to the Oulu Art Museum (by e-mail to [paivi.kyllonen-kunnas@ouka.fi](mailto:paivi.kyllonen-kunnas@ouka.fi) and [elina.vieru@ouka.fi](mailto:elina.vieru@ouka.fi)) at least one week before the event. The document must confirm that the company has valid insurance and that the party responsible for payment in the event of damage to the sculpture or stand can be identified.

The event organiser must check the crane company's details in the Pre-Tax Register online at [www.ytj.fi](http://www.ytj.fi). This is done to ensure that the company is a financially sound and reliable partner.

The crane may only be used by persons who have received safety instructions from the Museum. If the lifting equipment is to be used by a new operator, the Museum will arrange a meeting at the sculpture at least one or two weeks before the event.

It is important that the person who will be installing the decoration/costume is present so that the appropriate instructions can be given in person and followed as agreed when the decoration/costume is installed.

The lifting device can be a trailer-mounted person hoist or a reach truck. The operator of the equipment must hold the appropriate permits for the use of the equipment.