

Artwork	Accession No.:	<i>Thumbnail Image</i>	
	Artist:		
	Title:		
	©, Year:		
Exhibition	Title:		
	Date:		
	Venue:		
Iteration	Created / supervised by: <i>(Who had an impact on the appearance of this iteration?)</i>		
	<input type="checkbox"/> Curator(s):	<input type="checkbox"/> Registrar(s):	<input type="checkbox"/> Art Handler(s)/ASaP:
	<input type="checkbox"/> Exhibition Designer(s):	<input type="checkbox"/> Artist(s):	<input type="checkbox"/> Consultant(s):
	<input type="checkbox"/> Media Technician(s):	<input type="checkbox"/> Artist Assistant(s):	<input type="checkbox"/> External Company:
	<input type="checkbox"/> Conservator(s):	<input type="checkbox"/> Fabricator(s):	<input type="checkbox"/> Others:
	Who installed the artwork, for how long? <i>(List names, and/or skill-sets, and add the hours/days per person.)</i>		
	Was the artist present/represented during the (entire) install? If not, how (closely) did the artist monitor/influence this iteration?		
	Evaluation of this Iteration:		
	1. <i>Was the iteration considered to be successful, or less successful? Why? (Source, Date)</i>		
	2. <i>Did the artist(s) see and/or approve this iteration?</i>		
3. <i>Were there any unsolved problems or suggestions for future improvements? (Source, Date)</i>			
Images, as installed:			

Public reception of this iteration, including press reviews etc. (sources, dates):

Visitor feedback and interaction, incidences, damages during exhibition etc.:

Further documentation of this iteration:

- Video:
- Images:
- Artist Interview:
- Artist Assistant Interview:
- Layout / Elevation:
- Wiring Diagram:
- Other:

Space, as installed	Description/Images	Decision-making	Decided by/ Approved by
	Installation context: space dedicated, or shared with other works?		
	Room shape and dimensions:		
	Fake walls included:		
	Ceiling height:		
	Ceiling (color, paint [brand, product] etc.):		
	Wall surface (color, wallpaper, paint [brand, product] etc.):		
	Flooring (native gallery floor, carpet [brand, product] etc.):		
	Sound level and insulation (sound abatement, sound panels [brand, product] etc.):		
	Light level, quality and direction; light insulation (curtains [brand, product]):		
	Entrance/exit:		
	Visitor flow:		
	Position and mounting of display equipment (incl. speakers):		
	Position and mounting of playback equipment:		

Projection distances:		
Screens (size, material [brand, product]):		
Size of image:		
Placement of image (elevations):		
Preparation of projection surface (reflective paint [brand, product]):		

Exhibition Copies	Format (incl. resolution, frame rate, bitrate, encoding, etc)	SRGM Component No.	Decision-making	Produced by / Approved by

Equipment, as installed	Descriptions (incl. amount, make, model etc.)	Decision-making (if n/a: SRGM component or tracking no.)	Decided by/ Approved by

Other Installation Components, as installed	Descriptions (incl. sculptural components, stands, benches, pedestals etc.)	Decision-making (if n/a: SRGM component no.)	Decided by/ Approved by
	Space between plinths and height of plinths:		
	Benches / furniture: shape and position:		
	Other:		

Technical Set-up	Descriptions	Decision-making	Decided by/ Approved by
	Looped:		
	Timed:		
	Synched:		
	Controlled:		
	Amperage in space/at equipment:		
	Conditioned power:		
	Cabling:		

Settings:		
Other:		

Iteration-specific Modifications to the Artwork	Descriptions*/Images <small>*keep in mind the big picture, the core identity of the artwork and the installation instructions</small>	Decision-making	Decided by

Further Installation Details	Descriptions/Images	Decision-making	Decided by /Approved by

During the show: Security and Safety	<p>Guards <input type="checkbox"/> guard dedicated to this work</p> <p><input type="checkbox"/> circulating guard, approx. every minutes</p> <p>Security <input type="checkbox"/> stanchions, pedestals, barriers:</p> <p><input type="checkbox"/> other safety and/or security measures:</p> <p>Signage <input type="checkbox"/> Parental guidance:</p> <p><input type="checkbox"/> Other warnings:</p> <p><input type="checkbox"/> Fire exit:</p> <p>Visitors <input type="checkbox"/> incidents and/or damages during the show (attach Incident/Damage Reports):</p> <p><input type="checkbox"/> Visitor complaints (e.g. related to content):</p> <p>Legal <input type="checkbox"/> Permissions obtained (valid until...):</p>		
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During the show: Maintenance	Description of activities	Labor Time	Conducted by

Signed/Date: