



Guidelines for Utility Box Artists

Thank you for your artistic contribution to beautifying Winchester's streets! In this document we have compiled some guidelines and suggestions for making your work easier and more durable. Remember that before you begin to paint, your final design must be approved by the Winchester Cultural Council. The program rules can be found on our website, winchesterculturalcouncil.org.

Your artwork should be a long-term installation and will become the property of the Town of Winchester. Quality and durability will be among the criteria for approval. Paint used should be high quality, lightfast exterior acrylics finished with an isolation coat of clear acrylic gloss medium and anti-graffiti varnish.

The design should not in any way impair the accessibility of function of the box. It should not include any markings that could be confused for directional signage and that would cause any kind of safety hazard. You may include your signature(s) if discreetly incorporated into the art.

Note that your name and pictures of your box may appear on the website and social media of the Winchester Cultural Council and the Winchester Artists Network. If you have questions or concerns about this, feel free to contact us!

Prepping the Box

Follow these simple steps to prep your box:

- Clean the surface with biodegradable cleaner
- Rinse and allow to dry completely
- Sand the cabinet with fine-grade sandpaper until the surface feels rough (if you're painting raw metal, use the finest grade to avoid scratching the box). After sanding, be sure to wipe all surfaces with a damp cloth to remove all dust/grit.
- Apply one coat of direct-to-metal or bonding primer on box (examples: INSL-X Stix Waterborne Bonding Primer or Corotech Waterborne Primer)
- After primer coat is completely dry, a colored base coat should be applied (in other words, the primer should not be left unpainted), for example an exterior matte finish house paint.

Painting the Box

For acrylic paint, note that certain pigments are better than others in terms of lightfastness.

- Golden or Liquitex paint: see <https://justpaint.org/?s=exterior+mural+paint>
- Chroma mural paint: see <https://chromaonline.com/mural-paint/>
This paints on smoothly. The colors are on the bold & bright side, but some colors are fairly translucent. They can be mixed and blended together (in the same brand) but it can be difficult to blend subtle complex colors/shades.

Varnish/Top Coat Suggestions

- Helmsman Minwax Indoor/Outdoor Spar Urethane

- Chroma Mural paint also has their own top coating varnish specifically for their mural paint brand.
- **Anti-Graffiti Top Coat** is also highly recommended.

General Advice for Painting

Below is a comprehensive list of highly-recommended supplies for the best painting outcome and your personal comfort. This may not be a complete list as all artists work differently and each location has its own circumstances.

- Paint stool or chair for comfort
- Bucket for paint brushes
- Paint brushes
- Painter's tape, masking tape
- Drop cloth or plastic sheeting, newspaper for protecting surrounded area and masking or other tape
- Biodegradable cleanser
- Rags and/or paper towels
- Sunscreen, water bottles, hat

Please be ADVISED

- Do not paint over/obliterate any identification numbers/codes, if any
- Do not obstruct vents
- Do not paint over keyholes or paint keyhole covers so that they cannot be opened.
- You may paint any part of the box that does not violate these rules or impair function. When in doubt, ask us!
- Passage on the sidewalk for pedestrians must be maintained at all times

Be Patient!

- Allow paint to dry completely. It is recommended that acrylic paint have 24-48 hrs cure time before adding the varnish.
- Use a cloth to wipe down the box before applying the clear varnish topcoat to preserve your artwork. Apply two coats of varnish and anti-graffiti coat. Allow to dry for a minimum of 5 hours between coats.
- *Watch the weather.* Pick a warm, DRY day!

Upon completion—Getting paid

Notify Winchester Cultural Council when you have completed painting your box.

Artists are responsible for cleanup of their area and safe disposal of all paint materials.

In case of questions or any problems, contact us; in case of emergencies, call 911, and please tell us about it as soon as you can.