

**Annex 4: Sample of Previous Public Furniture Documentation**

Image No.	Furniture Images	Information of the Previous Public Furniture
1	<i>Please provide digital file name of the image for identification</i>	Title of Furniture
		Brief Description
		Media
		Materials
		Dimension
		Completion Year
		Location
		Exhibited in
		Awards
		Remarks
2	<i>Please provide digital file name of the image for identification</i>	Title of Furniture
		Brief Description
		Media
		Materials
		Dimension
		Completion Year
		Location
		Exhibited in
		Awards
		Remarks

## Notes :

- (1) Please provide a PowerPoint Presentation by email or saved in a CD or a DVD together with a printed hardcopy. Please reduce the digital file size of the furniture images as appropriate before pasting into the above image list.
- (2) The Participants are required to email or submit the CD/ DVD saved with the digital file of each artwork image separately. Such digital images should be with resolution of about 300dpi in JPEG format.