



**Public Art Commission
Ames Annual Outdoor Sculpture Exhibition
FTP Entry Instructions**

- Go to this site: <http://data.city.ames.ia.us/thinclient>
- Use this information for site access:
 Login: photos
 Password: photos
- Open the folder “**2022 Entries.**”
- When the next screen appears, use the **new folder** icon to create a folder with your name.
- Click on your folder to open it. Use the **upload files** icon to add your photos and entry form.
- You are allowed to submit 3 entries with 5 photos of each sculpture – 15 images overall.
- Please download and complete the entry form: <https://www.cityofames.org/PAC>. Upload the completed form with your entry information to FTP.
- Please email publicartcommission@cityofames.org stating that you have entered your pictures and entry form. Your files will be downloaded after your email has been received.
- If you have any questions, please call the City Manager’s Office at 515.239.5101.