

## APPLICATION INSTRUCTIONS

La Macina di San Cresci provides an opportunity for artists to work in the studio-based at its Artist-in-Residency program. The centre is a meeting place and residency for artists from around the world.

### Eligibility :

Open to visual artists from any country working in any media

Recipients must be at least 18 years of age at the time of their residency.

1. **APPLICATION MATERIALS** ( All of the following materials must be included with the application in order for it to be processed).
  - A. Completed application form
  - B. One-page , Project description , explaining what the artist wants to realize during the residence.
  - C. One page, Resume/ Professional Summary , this should include educational background, teaching, publications, exhibitions, awards, honors and other pertinent experience.
  - D. A 300-word bio which includes a brief description of education, training. This will be also used for public relations, inclusion in our website and in our yearbook.
  - E. Work samples as specified below
  
2. **WORK EXAMPLES** should be recent and representative of the work according to the applicant's medium and discipline .  
You may send up to 20 representative photos in paper format or a CD with digital images of your work . Please include a list that corresponds to your images ; DVD or music CD with 10 minutes maximum duration; or written documents up to 10 pages in length.  
Digital images must be submitted as JPEG files on a CD .
  
3. **RETURN OF MATERIAL:** We no longer return material. Please make sure to send us only copies, not original works.
  
4. **VISA** :If the artist comes from non-European country, he/she will have to go through the process of obtaining a Visa valid throughout the time of residence. We offer our collaboration by writing a letter of admission.
  
5. **RESIDENCY FEE** :The artist must take responsibility to pay individually for the residency fee and insurance, transport ,travel expenses, meals and personal costs. Normally the artist will look for a grant in his/her country to finance all the costs, although La Macina di San Cresci will do everything possible to facilitate the search for financial Aid, i.e. sending a letter of invitation that endorses the decision of the artist.
  
6. **Payment Policy**  
Is requested a deposit of € 200 when the applicant receives acceptance of candidature.  
Balance is due 30 days before the sojourning beginning.

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### 7. Refund Policy

Deposit is non-refundable. Any cancellation must be made in writing by regular mail or email .No reimbursement if you cancel your residency 15 days or less before the sojourning beginning .

### 8. Accommodation

The house is located in a very silent and peaceful area.

Apartment "Artist's house" 120 m<sup>2</sup> , is situated on the first floor.

Each resident will have a private room. Residents may share kitchens and bathrooms. Even though residents have private rooms , this is still a group living situation. If that is difficult for you, don't apply. No really, it's important that the residents be flexible and open to others needs.