



Application Details for On-Site Artist-In-Residence

- On-Site is a private artist-run organization. Please be informed that we cannot offer either financial support or stipend. The artists are encouraged to look up for funding in their countries for travel and living expenses, art supplies and materials, food and everyday things during On-Site AIR.
- The length of your stay must be for a minimum of one month, and could be a maximum of three months. (If you hope to stay longer than three months, please contact us before submitting your application.) Since we have been just established, we still have not set a specific period of time to apply for the AIR, and are now accepting applications by artists who intend to participate between January and June, 2020.
- We do not discriminate on the basis of nationality, gender, age, and artistic practice. (Parental consent is however required for minor applicants.)
- The artists' intents and goals of On-Site AIR are important for us in order to support their activities. Your application should contain following: a completed application form, CV, and a portfolio and/or documentation of your works and/or exhibitions. Please submit your application by e-mail to air@onsite-art.com
- We will contact the artists to arrange or confirm the date of their arrival. After the confirmation, the artists will need to sign a contract, and pay a deposit of ¥40,000/person (TransferWise is recommended to send the money to us). The rest of the payment can be made either in cash or by TransferWise upon their arrival.
- As for the facilities, just renovated Japanese-style apartment with tatami mat room, Residence 201 or 202, is available for your stay, and you can choose either Studio 1 on the ground floor or Studio 2 in the calm basement floor as a work space.
- We recommend the artists to have open studios, exhibitions, and/or talk events before their residency period ends. The AIR artists can use the gallery space free of charge for those exhibitions and events during the stay. Please fill out the application form with an exhibition proposal. In addition, for the AIR artists discount will be applied for the use of the print lab. (Paper and ink costs are not included.)
- If you would like to apply as a group, or stay with your family during the AIR, please contact us in advance. The each person of the group needs to fill out the application form, and please send a CV and portfolio/documentation of the group's artistic practice.
In the case that two individual artists would like to share the residence and studio space during the AIR, each artist needs to submit his/her application materials; the application form, CV, and portfolio/documentation of his/her artistic practice.
- Please be informed that additional charges will be applied depending on the number of people staying together in the accommodation and using the studio.
- Please also note that for the safety reasons we do not recommend artists to bring preschool children and stay with them during the AIR.
- We do not accept use of the facilities as a base for religious publicity or product sales.

■ Please feel free to contact us for your questions about On-Site Artist-In-Residence.

【 fees and details of On-Site AIR facilities 】

	Facility	Fees per month	Remarks
AIR space-1	Residence 201	1 person: 2 persons: • /month per person will be added to above fees for electricity, heat, and water.	Japanese style apartment with tatami-mat room. 44 m ² / 473 ft ² . 2 nd floor. Equipped with air condition, furniture, Wi-Fi, home appliances, and futon. Can accommodate up to 3 people.
	Studio 1		Ground floor. Has sliding doors which opens to the street, sink, and shared restroom. 18 m ² / 194 ft ² . Ceiling height 2.7m/ 8.8ft
AIR space-2	Residence 202	1 person: 2 persons: • /month per person will be added to above fees for electricity, heat, and water.	Japanese style apartment with tatami-mat room. 44 m ² / 473 ft ² . 2 nd floor. Equipped with air condition, furniture, Wi-Fi, home appliances, and futon. Can accommodate up to 3 people.
	Studio 2		Basement floor. Has concrete walls and floor. Equipped with ceiling spot lights. 18 m ² / 194 ft ² . Ceiling height 2.2m/ 7.2ft
Gallery Space	Gallery 1 Gallery 2 Gallery 3	The AIR artists can use the gallery space for free.	Basement floor. Has concrete walls and floors. Equipped with ceiling spot lights. Ceiling height 2.2m and 2.4m / 7.2ft and 7.9ft
Inkjet Printing	Print lab (accessible during office hours only)	Print lab rental fee will be discounted for the AIR artists. / hour (Note: cost of paper and ink are not included in the discount.)	Epson large format printer (printable up to 1118mm/ 44" width), Canon printer (printable up to 330x483mm/ 13"x19"), EIZO display, Mac computer

- ✓ No smoking inside the building. (Allowed on the balcony.)
- ✓ Artists are responsible for cleaning their studios, rooms, bathrooms, and kitchens after use.
- ✓ Accommodation and studio must be returned to the original state following the residency. Also, no bulk waste should be left. Otherwise, additional fee for repair and/or waste disposal will be charged.
- ✓ Third party guests are not allowed to stay overnight at the residence or studio.

- Regarding cancellations, a fee will be charged according to the number of days' notice you give of the cancellation.

If you cancel	from 13 to 7 days	before your scheduled arrival date,	50.00%	of the fee will be charged.
	from 6 to 2 days		60.00%	
	1 day		75.00%	
	on your scheduled arrival date, or did not show up,		100.00%	

If you have questions about On-Site Artist-In-Residence, please feel free to contact us by e-mail at air@onsite-art.com or through the online form at www.onsite-art.com



Residence space



Residence space



Residence space



Studio 1



Studio 2



Gallery space

application form for **on-site** Artist in Residence

Details of Applicant

Name			
Date of Birth		M/F	
Address	City:	Country:	
Nationality			
Contact Info	Phone # :		
	E-mail :		
	Website :		
Field of Art			
Language proficiency			

Details of Residency

Residency Period Please specify the month(s) you prefer for your residency. (e.g. From March 1 to May 30) • Please note: the starting date and ending date of your residency cannot be in the middle of a month.	Preference 1	
	Preference 2	
	Preference 3	
Studio Please specify which studio 1 or 2 you prefer to use.		
Exhibition / Open studio Please state whether you would like to have an exhibition, open studio, artist talk, or any event.		

Details of Project

Ú Please describe a details of your plan or project you would work on during the AIR, and intent of the residency.