

*Art Lofts of West Village*

**Step 2 - ARTIST CERTIFICATION APPLICATION FORM**

This will be requested after review of the Financial and Income Certification

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ Apt # if applicable: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Telephone #1: \_\_\_\_\_ Telephone #2 (if different from # 1): \_\_\_\_\_

Email address if available: \_\_\_\_\_

Describe briefly your living/working space needs:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**What is your primary artistic discipline?**

\_\_\_ **Visual Arts:**

- \_\_\_ Crafts
- \_\_\_ Painting / Drawing
- \_\_\_ Printmaking
- \_\_\_ Sculpture
- \_\_\_ Photography
- \_\_\_ Woodworking
- \_\_\_ Architecture/Design
- \_\_\_ Graphic and Web Design
- \_\_\_ Fashion and costume Design
- \_\_\_ Other: \_\_\_\_\_

\_\_\_ **Performing Arts:**

- \_\_\_ Dance
- \_\_\_ Theatre
- \_\_\_ Music
- \_\_\_ Performance Art
- \_\_\_ Other : \_\_\_\_\_

\_\_\_ **Media Arts:**

- \_\_\_ Film/Video
- \_\_\_ New Media Specify \_\_\_\_\_
- \_\_\_ Other: \_\_\_\_\_

\_\_\_ **Literary Arts:**

- \_\_\_ Fiction
- \_\_\_ Non-Fiction
- \_\_\_ Other: \_\_\_\_\_

**NEIGHBORHOOD RENAISSANCE, INC.  
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**Check List of Attachments:**

Please note which of the following items are included with your application (check all that apply):

\_\_\_ **Support materials:**

\_\_\_ Up to 20 slides or digital images on CD or DVD (do not put stickers or labels on CD or DVD). Do not use just a URL please, as we will not look at it; and/or

\_\_\_ Up to 10 minutes of videotape/CD/DVD/audiotape; and/or

\_\_\_ Up to 20 production photographs; and/or

\_\_\_ Up to 10 reproductions of sketches used in set or costume design;  
and/or

\_\_\_ Up to 30 pages of sample scripts, works of fiction, non-fiction and/or poetry.

Be sure to label all materials with your name, date of the work, and, where appropriate, media, dimensions and/or duration. Work must have been completed within three years of the date of this application. Please include a slide/ image list with date, size and medium of work if slides/digital images are included. Include as much information as possible about each piece of work.

DO NOT SUBMIT ANY ORIGINAL MATERIALS. Neighborhood Renaissance will make every effort to handle materials with care but cannot accept responsibility for lost or damaged goods.

\_\_\_ \*Artist resumes listing professional arts experience (i.e., exhibitions, commissions, teaching, etc.) and educational training. Professional/non-arts related resume/-information is not relevant.

\_\_\_ Up to 10 pages of sample programs, invitations, catalogs, and/or press clip.

\_\_\_ Up to three letters of recommendations from artists or other arts professionals who are recognized in the local community attesting that you are a serious, working artist.

\_\_\_ Return-addressed, stamped envelope, if you want submitted materials returned by mail.

PLEASE DO NOT USE STAPLES, BINDERS OR OTHER PACKAGING. PAPER CLIPS ONLY. Neighborhood Renaissance will only return support materials when an artist provides a returned addressed stamped envelope. Other materials will be discarded after the review process is complete. BE SURE THE ENVELOPE HAS ADEQUATE POSTAGE FOR ALL MATERIALS THAT ARE SUBMITTED (or specify which of the materials you would like returned).

\*Artist – an “artist” for NSP-2 program is defined as an individual with a record of professional accomplishment demonstrated through continuous public presentation and peer acceptance as either an emerging artist of outstanding promise or as an established artist with a recognized body of work. A determination of “artist” status is dependent on experience, reputation and achievements verified through a resume, letters of recommendation and support materials.

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**HELPFUL TIPS FOR COMPLETING YOUR APPLICATION.**

1. Applications cannot be accepted by email.
2. A website will not be considered supporting material for this application. If you have digital content you would like to submit, please do so using a CD, DVD or as printed material.
3. If you choose to provide letters of support, they must be included with your application package. They should not be mailed separately by your letter-writer.
4. Evidence of public presentation of your work (sample programs, invitations, catalogs, and/or press clips) is important for the review.
5. Students, recent graduates as well as any artist who does not have at least a couple of years of experience as a working artist should expect possible certification only if they have evidence of work created/publicly presented outside of a school setting. Please feel free to call if you have any questions about this suggestion.
6. Do not put "will supply upon request" in response to any aspect of this application. There will not be an opportunity for any such request.
7. As stated in the guidelines, this program certifies applicants who demonstrate that they have a body of work as an artist. Many talented and experienced people work in fields where they use their creative skills as a part of their jobs (architects, graphic designers, some newspaper writers, event producers etc.). Portfolios which include only commercial work (usually characterized as work that is done on commission, for a client, or as a part of a job or direct advance agreement for commercial purposes) will receive less weight in scoring compared those applicants with a body of work as an artist. The guidelines and suggestions within this document describe the information and work samples that are most useful for participation in this program.
8. Most people that apply for this program are artists under some definition or another. For the purposes of this program, artists must be able to provide documentation of an artist's body of work as described within the guidelines of this document, and as interpreted by Neighborhood Renaissance and the selection committee.

**A FEW LAST QUESTIONS....**

1. Please list any of the current developments with artist units where you are applying:
2. Please tell us how you heard about this project:

\_\_\_ Newspaper      Specify source: \_\_\_\_\_  
\_\_\_ Web Site      Website address, if known: \_\_\_\_\_  
\_\_\_ Word of Mouth  
\_\_\_ Other: \_\_\_\_\_

**Send application and supporting materials to:**

Artist Certification  
Neighborhood Renaissance, Inc.  
510 24<sup>th</sup> Street, Suite A  
West Palm Beach, FL 33407