

Artist Application

Artist Live/Work Unit

5741 75th Avenue
Pinellas Park, FL 33781



City of Pinellas Park
Community Redevelopment Agency
6051 78th Avenue North
Pinellas Park, FL 33781
Tel. 727-369-5613
Fax 727-369-5797
Email: icanary@pinellas-park.com

ARTIST LIVE/WORK UNIT

5741 75th Avenue, Pinellas Park

ARTIST INFORMATION

An 830-square foot artist live/work cottage is offered for lease by the City of Pinellas Park to provide affordable housing and studio/gallery space within the city's emerging Creative District. The live/work unit offers an opportunity for the artist to create and promote their work while also contributing to and enriching the community around them. Artists and artisans in diverse disciplines are invited to apply.

The unit at 5741 75th Avenue is a two-story cottage design. A single bedroom, bath, closet, and laundry closet are located on the second floor. The first floor offers an open floor plan with kitchen and accessible public restroom with front entrance; a rear doorway exits into the stairwell and into a small fenced rear enclosure. Residential use is limited to no more than two individuals who are members of the same family unit.

This City-owned artist live-work unit is offered below market rate with the goal of fostering the growth, development, expansion, and long term sustainability of the arts and cultural industries. It is intended for a working artist or artisan to create original work and also to engage, and become engaged with, fellow Pinellas Park-based artists and the broader community. The selected artist will be expected to actively use the studio/gallery, display and offer for sale original works, and open to the public with published operating hours of no less than 15 hours per week. The selected artist will be required to participate in a monthly Open Studio event that engages the public in the Creative District, and additional promotional activities and collaboration with other area artists are strongly encouraged. The artist may be asked from time to time to donate work for fundraising events, development and promotion of the creative district, or the city's emerging community arts program.

The chosen artist will be selected by the City of Pinellas Park following recommendations by a selection committee consisting of arts professionals and a representative of the Community Redevelopment Agency. The ideal applicant will demonstrate:

- The ability to use refined techniques to express unique concepts in their artistic vision and *original work*;
- A high level of commitment to their medium(s), demonstrated through an extensive and consistent body of work;
- Aptitude and technical/creative skill, established through experience, shows or collections, references, and/or portfolios;
- The ability to create an engaging, visually appealing storefront and visitor space.
- A competitive business plan for the studio/gallery that considers local market characteristics, artist experience and resources, revenue-generating capacity and financial sustainability, and marketing needs.
- Demonstrated commitment to participation and public engagement, and expressed interest in working collaboratively to contribute to the shared success of the Studios, the Creative District, and the Pinellas Park community in general.

Artist Live/Work Lease Terms

The selected artist will be invited to enter into a 12-month lease renewable for two additional years. For the first year of the lease term, rent will be \$500 per month. Annual rent increases may be implemented as a result of changes in building operating costs or area market conditions, but will not exceed 5% annually during the initial three-year lease period. Lease terms are subject to renegotiation at the end of three years.

The studio lease includes the following:

- Maintenance of building envelope (floors, walls, roof)
- Grounds maintenance
- Access to shared, unassigned parking

Tenants will be responsible for the following:

- All furnishings and equipment
- All business signs and marketing materials
- Utilities (electric, water/sewer, stormwater, garbage disposal)
- Individual communication services (phone/fax, cable, Internet)
- Routine maintenance and minor repairs
- Lawful disposal of any hazardous materials
- Optional insurance coverage for building contents
- Required liability insurance for an amount no less than \$1 million naming the City of Pinellas Park as an additional insured party under the policy
- City of Pinellas Park Business Tax Registration
- State of Florida Sales Tax Registration

Required operating hours:

- Lease requires that studio/gallery space be actively used and open to the public on a published schedule for a minimum of 15 hours per week. Public hours may include individual or group instruction, retail sales, and/or events.
- The selected artist will be expected to participate in monthly Open Studio events and other special events convened in the Creative District.

Additional considerations:

- Selected artists will need to demonstrate their ability to meet the financial obligations of the lease.
- Selected artists, co-applicants, employees and assistants will be subject to tenant background screening and reference checks prior to lease approval and/or to engagement in the studio/gallery.
- Failure to comply with lease requirements, including failure to register for business and sales taxes or failure to maintain required liability insurance, will result in early termination or non-renewal of the lease.
- Leased premises must be left in the same condition as found upon entering, subject to normal usage and wear. A security deposit equal to one month rent is due upon signing of the lease.
- Rent is due on the first day of each month, and shall be prorated for a partial month at the beginning of the lease period. First and last months' rent is due at signing.
- No subletting is allowed.
- Smoking is not permitted within the facility. Tenant will be assessed damage and cleaning costs associated with violation of this policy.

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ARTIST SELECTION

Applicants wishing to be considered for this live work unit must submit the following:

- Completed artist application form.
- 10-15 images representative of the work to be developed and shown in the studio/gallery. Please include name, title, and date for each image.
- Artist statement and bio. These should be no longer than one page in length.
- Current artistic resume or CV
- Business plan describing the proposed use of the studio/gallery; design of the interior space including displays, workspace, and instructional area if any; proposed exterior signage; sample schedule of public hours; and proposed marketing plan.

Applications must be submitted by email as PDF documents, to icanary@pinellas-park.com. Please include "Live/Work Application" and your name in the subject line. Questions regarding the application process may also be sent to the email address above.

Artists selected for further consideration will be scheduled for interview with the Artist Selection Committee. Applicants will be notified by email of the status of their application. Please do not request decisions by phone.

The selected artist will be asked to submit an authorization for tenant background screening and criminal records check together with a nonrefundable application fee of \$23.00. Lease approval is contingent upon successful completion of tenant background screening and reference checks. Co-applicants, employees and assistants will also be subject to tenant background screening and reference checks prior to lease approval and/or to engagement in the studio/gallery.

Additional information regarding liability insurance requirements:

We suggest that you provide the artist's insurance specifications packet to your insurance carrier to guide them in preparing your price quotation and/or Certificate of Insurance (COI). The COI must be presented prior to execution of the lease.

For information and an illustrative listing of resources for artist property, event, and liability insurance, CERF+ (Craft Emergency Relief Fund + Artists' Emergency Resources) maintains an online listing of insurance resources at <http://www.studioprotector.org/OnlineGuide/Safeguarding/>. Online quotes are provided through some of the listed providers.

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LEASE APPLICATION

NAME OF APPLICANT: _____

CURRENT ADDRESS: _____

PHONE NUMBER WITH AREA CODE: _____

EMAIL ADDRESS: _____

WEBSITE URL: _____

NAME OF CO-APPLICANT: _____

CURRENT ADDRESS: _____

PHONE NUMBER WITH AREA CODE: _____

EMAIL ADDRESS: _____

WEBSITE URL: _____

ARTISTIC MEDIA: (Please specify any special equipment, materials, waste disposal, or facility needs that your work requires:

DESIRED MOVE IN DATE: _____

DO YOU CURRENTLY HAVE A WORKING STUDIO SPACE? Yes No

If Yes, where and how long? _____

ANTICIPATED USAGE: How many hours per week do you anticipate working in your studio?

15-19 20-24 25-29 30-34 35-39 40+

WILL YOU BE SHARING THE SPACE? If so, please provide names and contact information:

No Yes: _____

ARTISTIC/PROFESSIONAL REFERENCES: Please provide a minimum of two professional references for each applicant. Attach a separate page for co-applicant references.

Name/Title:

Type of Reference:

Phone:

Email Address:

Name/Title:

Type of Reference:

Phone:

Email Address:

Name/Title:

Type of Reference:

Phone:

Email Address:

LANDLORD REFERENCES: Please provide contact information for any current and/or former studio or residential rentals. Attach a separate page if needed for co-applicant references.

Name/Title:

Type of Reference:

Phone:

Email Address:

Name/Title:

Type of Reference:

Phone:

Email Address:

APPLICANT SIGNATURE

I certify that the information provided on this application is true and complete to the best of my knowledge. I understand and agree that omission of information or false or misleading information provided on this application or during interview may be cause for rejection of this application. I authorize the City of Pinellas Park to verify all information contained herein, and I release all persons from any and all liability for the release of information to the City of Pinellas Park. I understand that submission of the application does not guarantee acceptance. I understand and agree that if selected for further consideration, I will be required to submit additional information and authorization for tenant background check to include, but not be limited to, nationwide public records, criminal background, and eviction history, prior to lease approval. I understand that this application along with information gathered by the City of Pinellas Park to verify this information constitutes a public record under Florida statute and is subject to release accordingly.

Applicant Signature: _____

Date: _____

Co-Applicant Signature: _____

Date: _____