

Artist space launch

14 December 2007

Questions / Answers

Q1 – What is the minimum contract?

A - One week.

Q2 – What is the maximum contract?

A – Depends of availability of space.

Q3 – Is a deposit payable?

A – Yes. £100.

Q4 - What is the rental cost?

A – Either £45 or £60, depending on location.

Q5 – Who pays electricity and other utility costs?

A – Tenants do on a card meter. Other utilities need to be sorted out between each tenant.

Q6 – Do all the tenants get a key?

A – Yes.

Q7 – If needed who provides partitions and other equipment?

A – EAP provides as much material as they can.

Q8 – What facilities are in the spaces?

A – Shared toilets, kitchen.

Q9 – When can the spaces be taken?

A – We envisage by mid January.

Q10 – What is the average size space available per artist?

A – 6.25 m² (67 sq.ft)



Q11 – What do we need to do to get a space?

A -

- Sign a licence agreement.
- Provide 2 original forms of identification:
 - o Passport or driving licence,
 - o Copy recent Bank Statement not more than 3 months oldWe will copy them.
- Sign a standing order form.
- Complete the business support forms.

Q12 – How will the rent be paid?

A – Weekly by standing order.

Q13 – How much notice will we get to vacate the space?

A – Minimum of a week but we plan that it will be more than this.

Q14 – If a group of artists wanted to lease a unit for longer could we do that?

A – For long term occupancy artists would have to take out a lease direct with the centre landlords and pay commercial rent. They normally like to sign leases that run for a number of years.

Q15 – What kind of activity is allowed?

A – Activity such as jewellery making, painting, arts and crafts, photography, design, sculptor... If any doubt, just ask.

Q16 – Can we sell our art work?

A – At the moment No or you will be charged non domestic rates. However you can sell online.

Q17 – Will we be charged any legal costs?

A - Each party will pay their own legal costs if any are incurred.

Q18 – Who will be responsible for paying insurance?

A – Artists are responsible for public liability and their own contents insurance.

Q19 – Who cleans the space?

A – Artists are responsible for the removal of rubbish and keeping the space clean and tidy.

Q20 – How are spaces allocated?

A – On a first come first serve basis.

Q21 – Will EAP provide marketing?

A – Yes. But artists will also be responsible for marketing themselves. (We publish a tri-annually events newsletter and can provide a gallery on our website.)

Q22 – Do the artists have to do anything apart from pay the rent?

A – Yes. The spaces need to be open Monday to Saturday and when events happen in the green, artists are requested to help out.

Enfield Arts Partnership

www.enfieldartspartnership.org

All this information is current as of 14.12.07



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