

## The Langford Station Studio Application

**Deadline: October 29<sup>th</sup> at 4:30pm**

The City of Langford is offering, for rent, six (6) artist studios at The Langford Station. These studios are part of a cultural development that aims to create an opportunity for local artisans to practice and showcase their abilities. In order to support the interactive and consumer experiences, each studio is required to be active a minimum of five (5) hours a day Thursday-Sunday, going above and beyond this requirement is encouraged but not required. Monthly rent will be \$150 + Hydro. See page 2 for full studio description.

**Applicant Details** - Note: if multiple applicants to share one studio, see page 2 for requirements

Number of applicants: ☐ 1 ☐ Multiple If Multiple, lead applicant \_\_\_\_\_

If Multiple, co-applicant name(s): \_\_\_\_\_

First and Last Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Home address: \_\_\_\_\_  
Number Street City Postal Code

Business Name: \_\_\_\_\_ Email: \_\_\_\_\_

Website: \_\_\_\_\_ Social Media Handles: \_\_\_\_\_

Existing studio/store? ☐ No ☐ Yes ☐ Shared If yes/shared, address(s): \_\_\_\_\_

Are you a member of an artist association? ☐ No ☐ Yes If yes, which one(s): \_\_\_\_\_

Vending Experience: ☐ No ☐ Yes If yes, where/how long: \_\_\_\_\_

Artist Bio:

Medium(s): \_\_\_\_\_ Photos of product provided (min 3, max 10) ☐

Description:

Proposed Hours of operation (see above noted minimum requirements):

Are you able to demonstrate your medium in the space provided? ☐ No ☐ Yes

## APPLICATION PROCESS

- Email completed and signed form and 3-10 photos to [stationave@langford.ca](mailto:stationave@langford.ca) by 4:30pm October 29<sup>th</sup>, 2021.
- All questions regarding the application form or the studio spaces should be directed to the same email address.
- Businesses will be notified of successful applications by mid November.
- Upon selection and prior to signing a lease, each individual will be required to obtain a City of Langford business licence, insurance specific to The Langford Station, and sign an Artists Code of Conduct agreement.

## MULTIPLE APPLICANTS

- In order to meet the time requirements (a minimum of five (5) hours a day Thursday-Sunday) multiple artists may share one studio, provided the group application is approved.
- To apply as a group, please include individual application forms for each artist and identify the lead applicant who will be responsible for the lease and be the primary contact for the City.

## STUDIO DESCRIPTION

Each studio will be 8ft x 10ft with a concession style window and access door as well as a fully finished interior with heating, ventilation, lighting, and electrical outlets and serviced with Wi-Fi (provider to be confirmed). Successful applicants will be able to modify the interior to include work benches, table, shelves etc. in order to make the space specific and usable, however, all modifications will be subject to the approval of the City of Langford in order to ensure safety regulations are upheld.

This information is being collected for the purpose of determining the applicant's eligibility for a business incubator occupancy at The Langford Station. In providing this information, you (the applicant) have consented to its use for the above-described purpose and declare that all the information provide herein is correct. This information may be shared with applicable City of Langford departments and related agencies for the purpose of reviewing and approval of this application.

Applicant Signature	Date Signed
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