

## Submission Guidelines

To apply for the residency, please complete the attached application form and submit it along with supporting information to [mackiehouse@shaw.ca](mailto:mackiehouse@shaw.ca). Please read the Mackie Lake House residency information sheet (below) prior to submitting your application.

### Supporting Information

- CV
- Artist bio
- Outline the scope of the work to be produced during the Residency and how it relates to the history and environment of the Mackie Lake House and Paddie Mackie's legacy. (Less than 300 words)
- 8 JPEG's of your current work [resolution 1680 x 1050, 72 DPI]. Please note the maximum size of any email message - including all attachments - cannot exceed 10 MB or it will be rejected by our system.
- Spatial requirements for work production. Please note that we do not have industrial ventilation for the use of solvent based materials. Please be aware that your work will be created in a heritage home.
- How did you hear about the Mackie Lake House Artist-in-Residence Program?

### Application Form

Name:

Address:

Town/City:

Province:

Postal Code:

Phone (Home):

(Cell):

E-mail:

Emergency Contact:

Name: Phone:

Please provide two references:

Name:

Phone:

E-Mail:

Name:

Phone:

E-Mail:

## **Mackie Lake House Residencies**

### *Residency Information & Regulations*

*Please read and sign below, then return completed form to Mackie Lake House.*

1. The Residency Guest are encouraged to have their partner or a friend join them while staying at Mackie Lake House (MLH). Other overnight guests may be permitted if pre-approved in writing by the MLH Board of Directors. Advance notice is required.
2. The main floor, second floor, screened porch and laundry area in basement are accessible to the AIR . The MLH office and attic are restricted areas. Please note the second floor is only accessible by the use of the stairs.
3. Full kitchen facilities are available, but the Resident Guest is responsible for their own groceries and meal preparation.
4. MLH is environmentally conscious and expects recyclables to be separated, and composting practices to be used.
5. The MLH premises must be kept neat, clean, and in orderly condition. The Resident Guest will be responsible for any breakage or damage to furniture or property during their stay.
6. Smoking is not permitted in the House. Candles or any flame are not permitted in the House or on the grounds.
7. With the exception of trained assistance dogs, pets are not permitted in the House or on the grounds.
8. Wireless internet service is provided for your convenience. Long distance telephone charges are the responsibility of the Resident Guest. Television is not available; however, there is an extensive library on site.
9. The House must be locked at all times and the gate closed when the Manager or the Resident Guest are off-site.

I agree to the terms and conditions listed above.

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

### **Mackie Lake House Foundation**

7804 Kidston Road

Coldstream, BC V1B 1S2

Phone: (250) 545-1019

Email: [mackiehouse@shaw.ca](mailto:mackiehouse@shaw.ca)

Website: [www.mackiehouse.ca](http://www.mackiehouse.ca)