Studio/Office Application Form

Here at Creative Folkestone we’re looking for applicants with a strong creative output and who are interested in being a part of our bustling and vibrant community of artists, makers, musicians, film-makers, digital creatives and creative businesses of all kinds. Creative Folkestone believes in the power of creativity to transform people, places, and communities. We are passionate about this and believe it will inspire others to be curious and imagine a changed future. We want all our tenants to bring something to the creative environment in one way or another.

We ask that you complete this application form so that our committee can get an idea of who you are and why you would like to be a part of the Creative Quarter. The applications committee meets approximately every 6 weeks. Following this meeting, if your application is successful, you will be contacted by our Community Manager.

After making a successful application, if a suitable studio is available, you will be invited to a viewing. If no studios are currently available, we will ask if we can keep your application on file in case something becomes available in the future. *Keep your eye on our website where we will soon be listing our available lets*. (Any eventual lets are also subject to agreeing terms). This process can vary in length, and there could be a long wait.

Please be aware that incomplete applications will be rejected before committee.

If you have any Questions about how to fill in this form please contact [Jim Lockey](mailto:jimlockey@creativefolkestone.org.uk?subject=application%20form%20enquiry), Creative Workspaces Manager (Community)

**SECTION 1: Contact Details**

|  |  |  |
| --- | --- | --- |
| Name | | Date |
| Address | | |
| Phone | Email | |
| Website | | |

**SECTION 2: About You**

You have 250 words to complete this section, or you can make a video submission for this section of no more than 2-minutes in length.

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| Tell us about your creative practice/ business. We want to hear about your level of creative output, how audiences/ customers engage with your work and about what you’d contribute to the Creative Quarter. Please ensure that your response to this section answers the three questions below and include anything else you would like the committee to know.  ***In what way are you creative? Why would you like to be a part of Folkestone Creative Quarter? What would you bring to the community?*** |
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**Section 3: Creative Output and Input**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Think about your creative* ***output*** *in terms of turnover, sales, salary, royalties, published, aired, exhibited, commissioned, web visits, footfall, column inches or other metrics appropriate to your practice.*  *Think about your creative* ***input*** *in terms of jobs created, attracting footfall, Creative Folkestone events, tenant support, community involvement, reputation, peer visits* | | | | |
| How would you rate your creative output?  (Please tick as appropriate) | | | How would you rate your Creative Input?  (Please tick as appropriate) | |
|  | | 1 (local and occasional) |  | 1 (I would not participate in the community around me) |
|  | | 2 |  | 2 |
|  | | 3 |  | 3 |
|  | | 4 |  | 4 |
|  | | 5 (prolific and international) |  | 5 (Fully integrated into the community creating meaningful opportunities) |
| Please briefly describe your reasoning below | | | | |
|  | | | | |
|  | Committee Score (internal use only) | | | |

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| --- |
| We require 1 month’s deposit and rent to be paid in advance by standing order. Please give us an indication of your budget.  □ £100 □ £150 □ £200 □ £300 □ £400 +  Do you have any special requirements?  Ground Floor □ Noisy Work □ Quiet Work □ 3 Phase □ Water □  Broadband □ Telephone □  We encourage tenants to participate in open studios and networking events throughout the year. Open Quarter takes place the third weekend in June each year.  Please indicate that you would like to participate in Open Quarter. □  Would you like to join Creative Quarter mailing list? □ |

Equal Opportunities Monitoring Form

This information is for internal monitoring only. We appreciate your cooperation

GENDER Male Female Non-Binary Prefer Not to Say

Prefer Self Identity (Please fill in the free text space)

Not Known

Age

18-25 26-35 36-49 50-64 65+ Prefer not to say

How would you describe your ethnic origin?

Arab

Asian or British Asian – Indian

Asian or British Asian – Pakistani

Asian or British Asian – Bangladeshi

Asian or British Asian – Chinese

Asian or British Asian - Other Asian background

Black or Black British – African

Black or Black British – Caribbean

Black or Black British - Other Black/African/Caribbean background

Latin

Mixed - Asian and White

Mixed - Black African and White

Mixed - Black Caribbean and White

Mixed - Other mixed/multiple ethnic background

White – British X

White – Irish

White - Gypsy or Irish Traveller

White - Other White background

Any other ethnic background

Not known

Prefer to self-identify (please fill in the free text space below)

Prefer not to say

No

Yes

Do you consider yourself to be disabled?

How did you hear about Creative Folkestone?

Yes

Do you have a long-term health condition?

No