



2019 Creative New Zealand Randell Cottage Writing Fellowship Application

Full Name

(surname)

(first names)

Address

Telephone

(day)

(evening)

Email

Date of Birth

Present Occupation

Date of Application

How did you hear about the residency? _____

Are you a New Zealand citizen

YES

NO

Details of writing career

Attach 5 (five) COPIES of curriculum vitae establishing your writing ability, with a list of your published literary works.

Details of project

Attach 5 (five) COPIES of your proposal for the project you will undertake if awarded the residency.

Include up to ten pages of relevant work in progress (no more).

This information is sought in order to process your application. It may also be used for publicity purposes if you are awarded the residency.

I agree to this information being used for publicity purposes Yes No

If you are on the shortlist of applicants, please be prepared to give further information about your project if requested.

CONDITIONS OF THE RESIDENCY

Please note that if you are awarded the residency, the following conditions will apply:

Residency

The writer will reside in the Randell Cottage for the term of the residency.

The residency carries with it an expectation that the writer will take due care of the residence, which is an historic B-listed building, the furnishings, appliances and garden. The writer is expected to follow the cottage manual which covers such things as ventilation and heating, and to participate in an introductory walk-through the property.

The cottage and its environment are furnished, non-smoking and pet-free. A gardener is provided and will work in the garden regularly. From time to time the garden may be opened to visitors.

The cottage must be left in the state in which it was found.

Publicity and Promotion

The successful candidate will be expected to attend an award ceremony [if applicable] and take part in all media interviews, publicity and promotion associated with the residency.

The writer will be expected to participate in Trust activities and be prepared to promote the Trust and the residency at every opportunity, in return the Trust will make every effort to promote the resident writer and his or her work during the residency including on the RCWT website.

A printed acknowledgment and the logo of the RCWT and Creative New Zealand are expected in any published work that results from holding the residency. Logo provided.

The writer may be required to make the cottage available to the public for a day during the tenancy. This will include leaving the cottage clean and tidy and with his or her possessions packed away. Any associated costs, within reason, will be met by the RCWT. The day will be decided at the start of the residency in discussion with the writer.

Grant for the residency

I understand that the grant attached to the residency will be made to my nominated bank account in monthly instalments. I will be responsible for any taxation and ACC payments relating to the grant.

I understand the grant is intended to cover my living costs while I am resident in the cottage. This includes all utility charges during the term of the residency; including power (fixed charges

and usage), telephone line charges and all call costs, internet and television charges. These charges will be payable by me while I am resident in the cottage, irrespective of any occasional absences.

I HEREBY CERTIFY that if I am selected:

I am able to take up the residency, which will run from July to December of the year following my application.

I will abide by the conditions governing the tenure of the residency, as set out in the guidelines, and will accept the directions of the Trust in all matters relating to the administration of the residency.

Signed: _____ **Date:** _____

Please post to arrive by the first Friday in November of the year prior to the residency:

1 copy of the above signed declaration.

5 copies of the completed application form.

5 copies of your written proposal.

5 copies of the sample of work in progress.

Send to:

The Randell Cottage Writers Trust
(New Zealand Residency Applications)
PO Box 25 204
Featherston Street
Wellington 6146