



How to apply for an Artist Studio at National Glass Centre

Complete Artist Studio Application Form and submit it to Michelle Daurat, Head of Business and Operations by email to michelle.daurat@sunderland.c.uk or by post to National Glass Centre, Liberty Way, Sunderland SR6 0GL. Please ensure you also include 5 images to illustrate your practice and a CV.



Within 2 weeks of receipt of your application, a National Glass Centre selection panel will meet to decide whether the business meets the criteria for National Glass Centre. Personal references will be checked at this point.



Head of Business and Operations will confirm the decision made by the selection panel within one week.



If the application is successful, an Artist Studio will be allocated and commencement date agreed with the applicant. The applicant will meet with National Glass Centre staff to provide the first month's rent as a bond deposit; a cheque for the first month's rent; certificate of Public Liability Insurance; certificate of Employer's Liability Insurance (where applicable) and Certificate of Incorporation (if a Limited Company).



A tenancy agreement will be prepared and signed by both parties and keys will be handed over.