

Application Guidelines for Visual Artist Submissions

Each item will be presented as a separate form within our online application portal. Application sections include:

1. **General Application Information** including your preferred dates and length of residency.
2. **Statements:** A **statement of submitted works** that clarifies your work and/or its relevance within contemporary or historical art/craft practices, contemporary society/issues, or a declared dialogue set forth within the statement; and a **statement of intent** regarding how you intend to utilize your time at KHN and why a residency at KHN is important to you at this point in your career (1500 characters, approximately 250 words each). **Please note:** KHN utilizes a blind jury process. Submitted statements **MUST** be ANONYMOUS. Do NOT include your NAME, CREDITS, AWARDS, UNIVERSITIES, EMPLOYERS, COLLABORATORS, COMMISSIONING OR PUBLISHING AGENTS, or GALLERY or VENUE NAMES within your statements.
3. **References:** Contact information for two professional references that are familiar with your work and your potential to be a positive member of our small community of residents.
4. **Professional History** from your current resume or CV. Your name MAY appear in the contents of this information.
5. **Work Samples** for your specific discipline. See the guidelines for your discipline below to help you prepare your materials. Work Samples **MUST** be ANONYMOUS. Do NOT include your NAME, CREDITS, AWARDS, UNIVERSITIES, EMPLOYERS, COLLABORATORS, COMMISSIONING OR PUBLISHING AGENTS, or GALLERY or VENUE NAMES within any work samples or sample descriptions.
6. **Application Fee** of \$35 paid via credit card through the online portal. The fee includes our base fee plus an additional fee for media upload. All fees **MUST** be paid through the online portal. We are not able to waive the application fee.

Work Sample Guidelines for Visual Artist Submissions

Upload a minimum of 1 and maximum of 10 examples of representative work samples.

- The ten examples may be 10 still images, ten minutes of video, or a combination of both (example: if you send two minutes of video, you may send up to 8 still images).
- All types of visual art are accepted including but not limited to photography, painting, sculpture, ceramics, printmaking, mixed media, video, performance, drawing, or textiles. Note that facilities specific to various media processes may not be available at KHN. See the [Facility page on our website](#).
- Still images can be **JPEG, PNG, or GIF** format and **must be under 5MB each**.

- Video submissions must be in **MOV, WMV, MP4, MPEG, or FLV** format and may be **no longer than 10 minutes total and under 250MB each**. Video can be complete works or excerpts.
- You may credit collaborators only by listing that the project or work was created in collaboration and by explaining your role in your Statement for Submitted Work or within the work sample's title/description. Names of collaborators may be included within your Professional History form.

Work Samples **MUST** be ANONYMOUS. Do NOT include your NAME, CREDITS, AWARDS, UNIVERSITIES, EMPLOYERS, COLLABORATORS, COMMISSIONING OR PUBLISHING AGENTS, or GALLERY or VENUE NAMES within any work samples or in the title/description area within Slideroom.

Contact us at info@khncenterforthearts.org or 402-874-9600 regarding questions about submission materials.