



Terms and Conditions for Recipient of a Michael King Writers Centre Residency

In addition to the stated terms and conditions for the residency, the writer agrees to the following terms and conditions relating specifically to the Michael King Writers Centre (MKWC):

The House

- Check in is from 1pm on the Monday of the residency start date and *check out is required by 10am on the Monday end date of the residency.*
- The writer has the use of a bedroom with an ensuite bathroom along with sole use of a detached writer's studio. The kitchen, lounge, office and laundry are shared with other users.
- There is a second bedroom at the house which is used by a writer who is paying to stay.
- While family/whanau are able to visit, the primary purpose of the residency is to provide an undivided creative focus, to undertake the identified project. The facility is not available for guests to stay overnight.
- A car parking space is available. The house is up a steep hill, but close to the Devonport village and public transport.
- The writer accepts that the house is occasionally used for trust related meetings. Two staff work part-time from an office in the house, but there are no live in staff.
- Residents are responsible for insurance arrangements for their own property.
- All people entering the house must be well and not have symptoms of *any* type of illness. (We are always happy to reschedule dates if necessary).
- The writer agrees to keep the house secure at all times.
- The house is cleaned regularly. Residents are responsible for their own cooking and laundry. The writer-in-residence agrees to keep the shared areas of the house tidy.
- All keys must be returned before departure.

Your Project and Stipend

- Arrangements for the payment of the stipend will be made on arrival at the centre.
- The writer is required to provide his/her/their Inland Revenue Department number to the centre and the stipend will be subject to tax.
- The writer will be required to acknowledge the Michael King Writers Centre and Tūpuna Maunga Authority in any work published, produced or created as a result of the residency.
- The writer agrees to provide the MKWC with a signed copy of any book or publication that results directly from the work produced during the residency.