



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

- The writer is provided with a bedroom and ensuite bathroom, and a detached writer's studio. All linen is provided. The kitchen, lounge, office and laundry are shared with other users.
- 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 other activities, such as meetings and events. Two staff work part-time from an office in the house, but there are no live in staff. The manager will give notice of coming events and endeavour to keep disruption to a minimum.
- There is a second bedroom at the house which is frequently used by a visiting writer.
- The writer will report any damage and maintenance requirements and will co-operate with any displacement or inconvenience associated with repairs and maintenance.
- The centre is able to assist with small printing jobs. There is an excellent printing shop in the village.
- Wi-Fi is available.
- The selected writer agrees to behave in a reasonable manner at all times and to respect other users of the facility. The centre reserves the right to cease its obligations and payments in the event that the resident writer is involved in any activity that brings the organisation into disrepute.
- Residents are responsible for insurance arrangements for their own property.
- Residents must pay for all toll calls.
- Visitors are welcome, provided the needs of the other resident are respected.
- The writer agrees to keep the house secure at all times, not to disclose the alarm code to any unauthorised person or make copies of the house keys. The writer agrees to respect security arrangements for Takarunga Mt Victoria.
- No parties or pets are allowed.
- No smoking or candles are permitted in the house;
- The house is cleaned every week. 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 and any outstanding bills paid.

Your Project

- Payment of the stipend will be by arrangement with MKWC.
- The writer is required to provide his/her 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 in any work published, produced or created as a result of the residency.
- The writer will provide the MKWC with a signed copy of any book or publication that results directly from the work produced during the residency.