



Appendix 1

2026-2027 Residency Guidelines for Artists

1. **Respect for Local Culture and Customs**

Artists must demonstrate respect for Japanese culture, customs, and social norms, both in their professional interactions and personal conduct. This includes adhering to appropriate behavior in public and private settings.

2. **Adherence to Residency Dates**

Artists must arrive and depart on the agreed-upon dates and adhere to the full duration of the residency. Any changes to the schedule, including extensions or early departures, must be approved in advance by EIAF.

3. **Accommodation and Studio Care**

Artists are responsible for maintaining the condition of their accommodations and studio space throughout the residency. Any damage to property or equipment must be reported immediately, and the artist may be held financially responsible for repairs or replacements.

4. **Compliance with Health and Safety Regulations**

Artists must comply with local health and safety regulations, including fire safety, emergency protocols, and public health guidelines. Health insurance coverage for the duration of the residency is the responsibility of the artist.

5. **Completion of Required Reports and Documentation**

Artists are required to submit a mid-term report that includes details of their artistic progress, experiences, and engagement with the local community. These reports must be submitted by the specified deadlines.

6. **Workshops and Public Engagement**

Artists are required to actively participate in the program's public engagement activities, such as workshops, exhibitions, or performances. These activities should promote cultural exchange and community interaction.

7. **Commercial Activities**

The residency is intended for artistic development and cultural exchange. EIAF and 7artscafe will help facilitate the selling of the artist's works and/or commissions during the residency.

8. **Respect for Intellectual Property and Copyright**

Artists must respect the intellectual property and copyright of others and ensure that their own work does not infringe on third-party rights. Any work created during the residency remains the property of the artist unless otherwise agreed upon in writing.

9. **Confidentiality and Non-Disclosure**

Artists must maintain confidentiality regarding any proprietary or sensitive information related to the residency program or its partners. They should also avoid sharing program-related details or confidential matters publicly without permission.

10. **Withdrawal from the Program**

If the artist is unable to fulfill the terms of the residency due to personal or professional reasons, they must inform the program organizers as soon as possible. The artist may be required to repay part or all of the stipend depending on the timing of the withdrawal and the circumstances.

11. **Visa, Passport, and ID Requirements**

It is the artist's responsibility to secure and maintain the necessary visa, passport, and identification documents required for entry into Japan and the duration of the residency. Artists must ensure that their travel and legal documents are valid and in compliance with Japanese immigration regulations throughout their stay.