



INSTRUCTIONS FOR ARTIST CERTIFICATION

(Revised December 2017)

To qualify to reside in a live-work artist loft in the Peekskill Artist District, at least one of the household members must be certified by the Artist Certification Committee and must meet the definition of "artist" as defined in §575-60 of the City of Peekskill Zoning Ordinance:

Artist – An individual who practices one of the fine, design, graphic, musical, culinary, literary, computer or performing arts; or an individual whose profession relies on the application of the above-mentioned skills to produce a unique creative product; i.e., an architect, craftsman, teacher of art, music, dance, chef, photographer, etc. All these creative products are defined as "art".

The Artist Certification Committee meets regularly to review the following information that is submitted by the applicant (the applicant is not expected to attend the meeting):

1. Application Form (refer to website for downloadable form).
2. \$25 fee (check or money order made out to "City of Peekskill", or cash submitted with application to the Clerk's Office in City Hall)
3. An explanation of how the loft will be used to produce your creative product. Include your current plans and your one-to-five-year goals for producing your "art" and exhibiting/presenting/selling it to the public. Include your plans, if any, to become involved in the Peekskill artist community.
4. At least three (3) letters of recommendation from professionals attesting to your artistic background and current work (letters must be signed with contact information provided).
5. Detailed resume identifying artistic education and work experiences (with dates) that demonstrate your past and current involvement in an artistic field.
6. Portfolio samples of your creative work with dates (photos, websites, scanned images acceptable), including work within the past 5 years. Include samples of the type of work that you will produce in your loft. Performances/music may be submitted on disk, flash drive, or via website link.
7. Any other documentation (such as a list of exhibits, galleries, juried shows, performances, professional reviews, client lists and commissions, etc.) that supports your qualifications in your artistic field.

If potentially hazardous materials or machinery will be used in the loft, or if sound greater than ambient noise levels will be created, the applicant must demonstrate how neighbors and the public will not be adversely affected. If legitimate complaints are received, the City reserves the right to rescind the Artist Certification.

Once you are certified, you may rent an art loft or purchase an Art Loft Co-op in Peekskill. To purchase an Art Loft Co-op, go to www.peekskillartlofts.com and fill out the PAL Application form for income verification, and submit it to the Art Loft Co-op.

Please call 914.293.0916 or email jyoungblood@cityofpeekskill.com once you have a completed application as 1 PDF Binder to submit or with general inquiries.

Incomplete applications will not be reviewed.



ARTIST CERTIFICATION APPLICATION

Please read 'Artist Certification Instructions' *prior* to submitting materials for review.
Additional information is available at
www.cityofpeekskill.com/artist-certification-committee.com

Application Questions

Applicant Name:

Mailing Address with Zip Code:

E-mail address:

How long at this address:

Primary phone contact number:

Website(s):

What is your artistic discipline? [Describe in 10 or fewer words]

How long have you practiced your selected field of art?

Are you presently active in your selected field of art? Describe.

Do you possess professional credentials in selected field of art? If so, please provide details?

Describe your creative process.

Describe how you derive your final product.



Describe what types of materials, tools, consultations, activities, etc. your field of art requires.

Are any hazardous materials or processes involved? If so, describe.

Does your art produce above-average noise levels? If so, describe and note what mitigation measures you will implement?

APPLICANT SUBMISSION CHECKLIST

Applicants must check off materials submitted using the table below.

Signed Form

Application Fee (\$25)

Check

Money Order

Cover Letter

Resume

Three (3) Letters of Recommendation

Portfolio Samples
(Check all that apply)

Print
Other:

Image

Website

Additional Materials

If applicable, describe:

Applicant's signature:

Date: