

**Friends of Noxubee Refuge / Sam D. Hamilton Noxubee National
Wildlife Refuge
Artist-In-Residence Program
Letter of Agreement**

This Agreement is made on _____ (Date)

Between _____ (hereinafter referred to as "the Artist")

and Friends of Noxubee Refuge / Sam D. Hamilton Noxubee National Wildlife Refuge Artist-in-Residence Program (hereinafter referred to as "the Host")

IT IS AGREED AS FOLLOWS:

The Residency

The Artist agrees to undertake an Arts Residency as described in the attached Project Description (Appendix A), and the Host agrees to engage the Artist to undertake the Residency according to the terms of this Agreement. The Project Description may be changed by agreement in writing of both the Artist and the Host.

The Host will provide a main contact for the Arts Residency: Sam D. Hamilton Noxubee National Wildlife Refuge, 13723 Bluff Lake Road, Brooksville, MS 39739-9328; (662) 323-5548.

Duration

The Residency will take place within the following dates: _____

The Residency Term and financial arrangements specified here may be extended by agreement in writing, subject to agreement of terms by the Artist and the Host.

Payment

A stipend of up to \$1,000 provided to the Artist by the Friends of Noxubee Refuge will be given to the Artist at the beginning of the Artist's residency. The stipend can be used by the Artist for any purpose they want including food, art supplies, travel, etc.

Expenses

The Host will be responsible for expenses related to the residency, as specified in the attached project description and budget. Additional expenses can only be undertaken with the mutual consent of Host and Artist.

Facilities and Insurance

The Host will provide suitable facilities for the Artist's use during the Residency. The Host expects the Artist to maintain the facilities used during their residency.

The Host will maintain adequate public liability insurance coverage against loss or damage to persons or property caused during the Residency.

Dispute Resolution

In the case of a dispute between the Artist and the Host, the disagreement shall be referred at the request of either party to a neutral mediator, agreed to by both parties. If efforts at dispute resolution fail, then either party has the right to serve notice that they wish to terminate the agreement and end the residency.

IN WITNESS WHEREOF the parties hereto have duly executed this agreement on the date below.

Artist Signature: _____ Date: _____

Host Signature: _____ Date: _____

Appendix A: Project Description

Host's Goals for the Residency

This residency offers the opportunity for the Artist to have unrestricted time to create artwork inspired by the beautiful Noxubee National Wildlife Refuge. The Host expects that the Artist will spend a majority of their time at the refuge during the residency.

Artwork Donations: Artists selected to participate in the Artist-In-Residence Program are asked to donate to the Refuge an original piece of work from, and representative of, their residency in Sam D. Hamilton Noxubee National Wildlife Refuge. This piece will serve to promote and celebrate the refuge and its wildlife. Donated artwork must be received no later than one year after an artist's residency.

Artist's Goals for the Residency

This will vary depending on the Artist.

Work Schedule

Upon arrival to the Noxubee National Wildlife Refuge, the Host will show the Artist the available facilities, housing, and cover basic topics such as housecleaning, rules, etc. We encourage open studio time whereby community members would interact with the Artist at designated locations at the refuge.

If the Artist has enough work, the Host will provide a one-night viewing opportunity and reception. All sales will be the responsibility of the Artist, and the Artist will keep all potential sales collected (unless a venue requires a percentage of sales).

Housing & Facilities

The Host will provide housing and pay for all utilities for the duration of the Artist's stay. Housing options include a large bunk house, a small bunk house, or a small house, all located behind a gated road. All buildings are fully equipped with refrigerators, stoves, washer and dryers, and furniture. WiFi is

available at the Visitor Center but not at lodging locations.

Promotion

The Host agrees to promote the Artist through both local media and social media. The Artist agrees to provide a bio and allow the host to use images of the Artist's work for promotion.

Reporting Protocol

The Artist agrees to submit a brief written report detailing how the residency helped them in their artistic development. The report should be turned in within 30 days after the end of the residency.

Host Contact

Sam D. Hamilton Noxubee National Wildlife Refuge, 13723 Bluff Lake Road, Brooksville, MS 39739-9328. Phone: (662) 323-5548.