

## **MAU–SNBA Artistic Residencies**

### **Space Usage Regulations**

#### **1. Introduction**

The purpose of these regulations is to establish the rules and procedures for the use of the space allocated for artist residencies, located at Taguspark – City of Knowledge, in Oeiras, Portugal. Taguspark is a city originally dedicated to science and technology, which also hosts a variety of artistic expressions, offering a unique environment where the arts and technology coexist.

#### **2. Artistic Context of Taguspark**

Taguspark – City of Knowledge features various works of art distributed throughout its gardens and public spaces. These pieces, created by Portuguese artists, enrich the park and provide visitors with opportunities for contemplation and aesthetic appreciation. Additionally, some of the walls and façades of Taguspark's buildings serve as canvases for the promotion of artistic expression. These works bring dynamism to the spaces, creating an urban and contemporary atmosphere. The park also regularly hosts cultural events, such as exhibitions, concerts, and theatre performances. These events bring different forms of artistic expression to Taguspark, expanding access for both the local community and the park's workforce.

The buildings at Taguspark, designed by renowned Portuguese architects, are representative examples of modern architecture, featuring contemporary lines, innovative materials, and integration with the natural surroundings.

#### **3. Artist Residencies**

Following an agreement established with SNBA – Sociedade Nacional de Belas-Artes, Taguspark – City of Knowledge has created a dedicated space, located in the Núcleo Central building, for the development of Artist Residencies. This space will be made available, free of charge and on a temporary basis, to host individual and/or collective artistic residencies, previously approved by both Taguspark and SNBA.

This document sets out the rules for the use and availability of the space, which all selected candidates must agree to.

#### **4. Eligibility**

These regulations define the conditions for the use of the Artistic Residencies (RA – *Residências Artísticas*), provided by Taguspark as part of a partnership between MAU – Museum of Urban Art at Taguspark – and SNBA, to all artists interested in the RA, with the aim of continuing their artistic production.

The artist residencies, within the framework of contemporary art and as defined herein, reflect the commitment of Taguspark and SNBA to fostering new artistic dynamics and opportunities. Taguspark and SNBA reserve the right to invite artists to join the residency programme.

Artist selection will be carried out jointly by both entities. Taguspark will inform all artists using the space of the contents of the Park Regulations and the Internal Regulations of the Núcleo Central building.

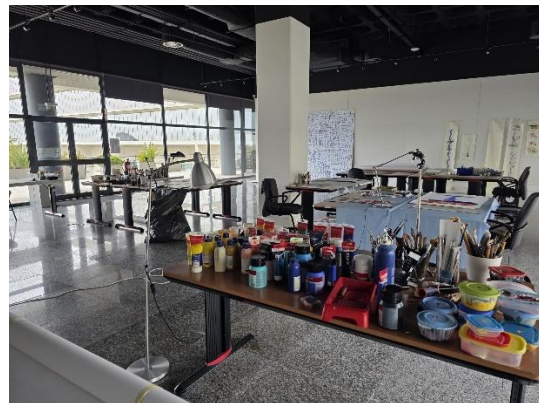
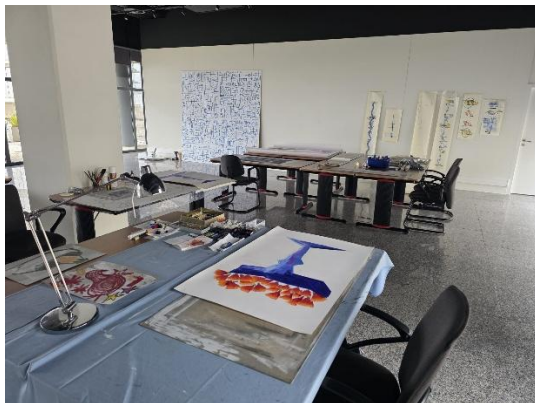
## 5. Applications

The assessment and selection of applications will follow these conditions:

- a) Any matter relating to the Artist Residency must be submitted by email to **ra@taguspark.pt**.
- b) Candidates agree to donate one of the works produced during the RA to Taguspark's art collection, with the selection made by Taguspark.
- c) Candidates agree to the possibility of participating in a group exhibition at the Taguspark Núcleo Central.
- d) The provision of the RA will only take effect once the candidates have returned the Space Usage Regulations duly accepted and signed.
- e) Selected artists will be notified by email and must confirm their participation within 7 days.

## 6. Duration and Residency Programme

The space made available by Taguspark under this agreement is located at Núcleo Central, 103. It consists of approximately 170 m<sup>2</sup> of open space (images below), equipped with general lighting, air conditioning, a water point, and power outlets, as well as areas for lockers and storage of materials. Public sanitary facilities, located in the common areas of the building, are also available. The Núcleo Central building additionally houses a café, a hamburger restaurant, the Panoramic Restaurant, restrooms, a kiosk, and an ATM.



- a) The standard duration of the residency is four months, and it may be extended subject to assessment and approval by the space's coordination team.
- b) Residencies require the execution of a specific artistic project or the continuation of the artist's/collective's body of work, following a theme previously presented in the application.
- c) The artistic project proposed may encompass any artistic discipline or technique (drawing, painting, printmaking, sculpture, photography, video, multimedia sound, installation, and performance), provided that it can be executed within the facilities made available.

- d) Artists are responsible for securing all materials required for their own production, unless otherwise agreed in advance with the coordination team.
- e) The space provided can accommodate a maximum of six artists; internal management (usage) will be the responsibility of the users during the relevant period.
- f) The use of the space is not restricted to specific opening hours; artists are free to establish their own schedule/work programme, provided that the activities carried out do not conflict with or hinder the normal functioning of the building.
- g) The Núcleo Central building operates from Monday to Saturday, 06:30 to 22:30, and on Sundays and public holidays from 08:00 to 22:30. Use of the main entrance is recommended.
- h) On the first day of the RA, each participant will be provided with a key and a contactless access chip for entry through the two doors of the room, upon signing the handover document. Both the key and the chip must be returned at the end of the corresponding RA.
- i) Taguspark will provide resources such as internet, electricity, water, and furniture. Parking in the garage will be available for the duration of the RA (four months) in the spaces designated for visitors. The vehicle registration number must be communicated to Taguspark SA via email before the start of the RA.

## **7. Rights and Duties of Residents**

Residents have the right to:

- a) Participate in events, workshops, and exhibitions organised by Taguspark whenever invited to do so.
- b) Take part in community activities and scheduled events.
- c) Share their experiences and outcomes with the community during the residency.

Residents must:

- a) Comply with all rules of good coexistence and keep the space clean and organised.
- b) It is the responsibility of the selected artist, should they so wish, to arrange insurance for their own materials, equipment, and artistic objects. Under no circumstances shall Taguspark or SNBA be held liable for any damage or loss that the artist's works and materials may suffer during transportation and/or use of the space.
- c) Upon completion of the artist residency, the artist must return the space in the same condition in which it was provided. It is not permitted to leave works stored in the space.
- d) Taguspark undertakes to maintain security in the facilities in the same manner as is normally carried out outside of office hours.
- e) Interventions in the space that may cause damage to equipment and/or obstruct access are not permitted.
- f) The artist will be held responsible for any misuse or damage to the equipment provided for their use.

## **8. Creation of Works of Art**

- a) One of the artworks created during the residency shall be donated by the resident to Taguspark SA, which shall have the right of first choice over the work.
- b) The artworks must be completed by the end of the residency period.
- c) Taguspark will provide each selected resident with support towards the cost of materials, up to a maximum total of 600€ (six hundred euros). This amount may not be exceeded. Each resident is responsible for managing their costs to remain within the allocated support.
- d) The selected candidate must present Taguspark SA with invoices relating to the cost of materials, either in digital or paper format, including Taguspark SA's tax identification number (NIF). Taguspark SA undertakes to reimburse the resident within 15 days of receipt of the invoices. For this purpose, the candidate agrees to provide their IBAN for payment processing.
- e) Failure by the resident to comply with the obligation set out in (a) will require them to repay Taguspark SA for all reimbursed expenses and any other costs incurred by Taguspark in hosting the resident within this programme.

## **9. Project Completion Report**

- a) Two weeks before the end of the RA, artists must submit a written report summarising the project developed, which must include images (PDF format). If relevant to the project's context, additional documentation (video, audio recording, etc.) may also be included.
- b) The project completion report will be shared with SNBA so that both entities (Taguspark and SNBA) can arrange a visit to the space and speak with the artists about the work created.
- c) Residents must agree on a date and time for this visit to take place in person.
- d) Based on the final project completion report, the work to be included in the Taguspark collection and, subsequently, in the annual RA exhibition will be selected.
- e) Residents undertake to deliver the selected work to Taguspark SA at the Núcleo Central building, by prior arrangement with the team.

## **10. RA Exhibition at Taguspark**

- a) The final exhibition of the Artist Residency will take place from the second week of January, bringing together the three editions held during the previous year. For example, RA editions developed during 2025 will participate in the exhibition in January 2026. The exhibition is expected to last approximately two months.
- b) The RA works donated to Taguspark will be included in the exhibition's curatorship.
- c) Participants must be available for the assembly and disassembly of the exhibition.
- d) Taguspark will be responsible for the inauguration (catering, photography, lighting, and video coverage). Artists must confirm their attendance.

## **11. Visits and Events**

Residents may receive visitors, provided they inform the coordination team in advance. Residents may organise public events, provided they have prior authorisation from the

coordination team.

After two months (midway) through the RA, Taguspark, in collaboration with the residents, will organise a public talk to gather content for social media dissemination, in both video and photographic formats.

## **12. Promotion and Credits**

Resident artists must mention Taguspark and SNBA when communicating their participation in the programme and when publicising works created within the residency. The coordination team reserves the right to use images and records of works created under the residency programme for promotional and publicity purposes.

## **13. Suspension and Penalties**

Failure to comply with these regulations may result in a warning or cancellation of the residency. Damage to the space or inappropriate behaviour by residents may entail legal liability and financial compensation. Total or partial non-compliance with these rules grants Taguspark, in partnership with SNBA, the right to immediately terminate use of the space and, consequently, the artist residency.

## **14. Final Considerations**

The coordination team reserves the right to amend these regulations as necessary, with prior notice to residents. Any cases not covered herein will be resolved by the Taguspark coordination team.

Oeiras, 22 July 2025