



# Application Form: Mississippi Artist Roster

1. Applicant: \_\_\_\_\_

2. Mailing Address: \_\_\_\_\_

3. City: \_\_\_\_\_ 4. State: \_\_\_\_\_ 5. Zip: \_\_\_\_\_

6. County: \_\_\_\_\_

7. Telephone: \_\_\_\_\_ 8. E-mail: \_\_\_\_\_

9. Contact Person (if different from above) \_\_\_\_\_

10. Contact's Telephone: \_\_\_\_\_ 11. E-mail: \_\_\_\_\_

12. Website: \_\_\_\_\_

Legislative districts for your home address:

13. U.S. Congressional District #: \_\_\_\_\_ 14. MS Senate District #: \_\_\_\_\_ 15. MS House District #: \_\_\_\_\_

*Find your federal and state district numbers on the Project Vote Smart website: [www.votesmart.org](http://www.votesmart.org)*

16. Please indicate which of the following best describes the applicant. (You may check more than one):

Asian  Black/African American  Hispanic/Latino  American Indian/Alaska Native  Hawaiian/Pacific Islander  White

17. Overall artistic discipline (for example: music, visual arts, literature): \_\_\_\_\_

18. Artistic specialization (for example: clay, painting, poetry, blues guitar): \_\_\_\_\_

## **Certification**

*I certify that I am a legal resident of Mississippi and that the information contained in this application, including all attachments, is true and accurate.*

\_\_\_\_\_  
Signature of applicant in ink

\_\_\_\_\_  
Date

**Your application must be postmarked and in the mail no later than March 1, 2016. Send it to:**

Mississippi Arts Commission  
501 North West Street  
Suite 1101A, Woolfolk Building  
Jackson, MS 39201

## Mississippi Artist Roster – How to Apply

Read the guidelines for the [Artist Roster program](#) to make sure you or your group is eligible for the program. Then submit one original and one copy of the following items:

- Artist Roster Application Form
- Narrative (two-page maximum) in which you describe the programs you offer, such as performances, workshops or master classes. Please also include your technical requirements, fee structure, and how you promote yourself or your group.
- Your current artistic resumé for you and the key personnel in the group. This document should detail your work as a professional artist only. Do not include information about your non-arts work. Please include information on any college-level study or other advanced artistic training that you have completed.
- A list of your (or your group's) recent performances, exhibitions, workshops, or other presentations. Please include the date and location of each performance (this should go back three years.)
- A list describing your work samples. These descriptions should include the titles and completion dates of each sample. If appropriate for the art form, please also include the medium and the approximate dimensions of each work.

Please submit, in addition to the above information,

- One CD-R disc containing the following:
  - one digital promotional image of you or your group. The image should be high quality and suitable for printing in the Roster booklet.
  - a document containing your (or your group's) name and contact information, followed by a short description of your group and the types of programs you offer. The description should not exceed 200 words in length. Please see the current Roster for examples. Save this document as a Microsoft Word or text file on the disc.
- One set of your current promotional materials such as brochures, flyers, and posters
- A set of work samples (see the “Sample Formats” list below for specific requirements) that have been completed within the last three years.

## Work Sample Formats

Please note: your samples should reflect the type of performance or workshop you will present if accepted to the Roster.

- Literary Artists: 10-15 pages of fiction, creative non-fiction, poetry, a play (original or adaptation), or a screenplay completed within the last three years. If your submitted work sample is an excerpt from a longer work, you may include a one-page synopsis of the work as a whole. Published work must be submitted in typed manuscript form rather than published form.
- Media Artists: Three copies of a DVD with 5-10 minutes of excerpts of your work completed within the last three years. The list of work samples should include, for each excerpt, the title, length, and date completed, technique, original format, genre (documentary, experimental, etc.) and the specific role of the applicant in creating the submitted work.

- **Performing Artists:** Three copies of a DVD or CD containing 5-10 minutes of representative work completed within the last three years. Musicians should include at least three songs in their sample. On the list of work samples indicate the title, names of the artist(s), date, and location of the recording. Please note: storytellers, actors, dancers and other theatre artists are required to submit their samples on DVD.
- **Visual Artists:** One set of digital images that feature six different samples of work (up to three views of the same work are permissible) completed within the last three years. The images should be saved in JPEG format at 72dpi, with no image wider than 1240 pixels. They should be saved on a CD-R disc with each image numbered to correspond with the work sample listing. Only the required images should be included on the CD-R. They should not be saved as part of a presentation program file (like PowerPoint).

### **Return of Work Samples**

For applicants submitting work samples through the mail, please notate on the disc case whether or not you would like it returned. Applicants who want their work samples returned by mail must send a self-addressed mailer with sufficient postage attached to it. Work samples may also be picked up July 1st through 31st at MAC's office during regular business hours. Please make arrangements with the program director managing your application before visiting MAC's office. All work samples will be discarded after July 31st if no instructions are given for their return.

### **Application Calendar**

- **March 1, 2016** – Artist Roster application deadline
- **April 2016** – Review of applications by the review panel (the specific panel date will be available by mid-March. Applicants are allowed to attend panels.)
- **June 2016** – MAC Board meets and makes final decisions on all applications
- **July 1, 2016** – Applicants are notified whether they were approved for the Roster or not. No information on the applications will be available from MAC prior to this date.