

# FONDS KWADRAAT: LOAN APPLICATION INSTRUCTIONS

## Request a loan in just 7 steps

Step 1: enter the desired amount

Step 2: complete your contact information

Step 3: fill in the discipline (visual art / photography / design etc, max. 3) and your education in art / design, max 2.

Step 4: Download the Word document and insert:

- CV, maximum 2 pages, the last five years (education in Art or Design, exhibitions, awards, articles, subsidies etc.).
- A brief explanation of your art/design work (artist statement, max. 120 words).
- Your project proposal with motivation (maximum 1 A4: What, When, Where and Why).
- The budget (the costs of the project, what are the other incomes, how will you pay back the loan).

Save the document as Word or PDF, and upload it.

Step 5: upload **one** pdf with visual documentation of recent work, up to 12 images, with a description for each image (title, year, technique, exhibition etc).

You can also send the pdf with images digitally, for example via [www.wetransfer.com](http://www.wetransfer.com) to [info@fondskwadraat.nl](mailto:info@fondskwadraat.nl). In that case, upload at least one image.

If you would like to show multiple film clips, please make a compilation from which the different fragments are individually playable.

Step 6: Upload financial information (most recent financial statement / tax return)

Step 7: submit the application.

You'll receive a confirmation within two days. If not, please contact us.

If you have any doubts or questions, please don't hesitate to contact us.

Francine Mendelaar, [fmendelaar@fondskwadraat.nl](mailto:fmendelaar@fondskwadraat.nl)

Gili Crouwel, [gcrouwel@fondskwadraat.nl](mailto:gcrouwel@fondskwadraat.nl)