APPLICATION FORM

□ ARTIST □ CURATOR

**1. GENERAL INFORMATION**

NAME…………………………………………………………...

ADDRESS………………………………………………............

……………………………………………………......................

COUNTRY………………………………………………...........

E-MAIL…………………………………………………………

PHONE………………………………………………………….

WEBSITE……………………………………………………….

**2. LETTER OF INTENT** (please fill in directly in this form)

why you apply, what you expect, what would you like to focus on during the residence (max.

5000 characters)

…………………………………………….……..

**3. CURRICULUM VITAE** (please fill in directly in this form)

max. 1 page

…………………………………………….……..

Please return this form (PDF) together with your portfolio (PDF) **until 14.09.2025 (midnight)**

**Newsletter:** ERSTE Foundation and tranzit.at would like to keep you updated on our upcoming projects and activities – if you wish to receive the newsletter of ERSTE Foundation, please subscribe at <http://www.erstestiftung.org/en/newsletter-registration/>. If you wish to receive the newsletter of tranzit.at, please subscribe at <http://at.tranzit.org/en/newsletter/>.

Your name and e-mail address will only be used to send out newsletters and invitations.

**We take the protection of your personal data very seriously**

**Data protection declaration**

1. Application / submission in the context of the Artist-in-Residence Programme at MuseumsQuartier in Vienna (MQ AiR) - a cooperation between tranzit.at (data controller), ERSTE Foundation (funding body) and the partner institutions: tranzit.cz, tranzit.hu, tranzit.ro, tranzit.sk, Igor Zabel Association, Kontakt Collection/WHW Akademija and Q21/MuseumsQuartier (on-site-organizer, host).

2. Programme concerned
This section explains the use of data in the course of an application / submission for a MQ AiR grant in Austria (Vienna) and, if the grant is awarded, also the handling of the scholarship by tranzit.at and partner institutions - in cooperation and with support by ERSTE Foundation as funding body.

By filling out and submitting the application form, you consent with the Artist-in-Residence Programme at MuseumsQuartier in Vienna (MQ AiR) processing your personal data. Your personal data is used in order to review your application in the most comprehensive manner. When selected, our administrational office (tranzit.at) will make use of the form to prepare your enrolment. Your data will not be shared with third parties except for the selection committee members of its long-time project partners from tranzit.cz, tranzit.hu, tranzit.ro, tranzit.sk, Igor Zabel Association, Kontakt Collection/WHW Akademija and ERSTE Foundation who form the jury to select the participants. If you have any questions, please contact tranzit.at: office@tranzit.org.

3. Collection and processing of personal data, earmarking
The data entered during application/submission, such as examples of artworks and personal data, will be used for the processing of the application/submission, for the evaluation by jury members, for the sending of letters of recognition or rejection, for the transmission of information in preparation and within the framework of the residence stay, for the payment and accounting of grants as well as for post-care and similar purposes. Selected data are published in the media, on the Internet or in other publicly accessible reports in the public interest.

4. Data transfers to third parties, countries and international organisations
Personal data and examples of artworks are passed on by tranzit.at, to the partner institutions and ERSTE Foundation as funding body, who forms the jury to select the participants, and jury members (possibly also in member states of the European Union and the European Economic Area). In the case of an award and the associated granting of financial support, data will also be passed on to the funding body ERSTE Foundation.

5. Legal basis, storage period
Data processing (legal basis, storage period) is based on GDPR Article 6 paragraph 1 letter b (processing for the performance of a contract and for pre-contractual measures), letter c (legal obligation of the person responsible), letter e (for the performance of a task in the public interest) and letter f (for the protection of the legitimate interests of the person responsible and long-time project partners named above including ERSTE Foundation as funding body).

\*\* Your registration data (first name, surname, e-mail address, telephone-number, Website) will be deleted by jury members after the end of the submission/application period in the case of a negative decision of the jury and after the letter of rejection has been sent (date of sending the letter of rejection is the deadline). However, these data will be archival stored by tranzit.at and ERSTE Foundation for establishing a European-wide network and will be deleted on your request.

\*\* Your registration data (first name, surname, e-mail address, telephone-number, Website) as well as all documents related to the MQ AiR must be kept for a period of ten years in the case of a residence stay (valid from the stay of one day) from the end of the relevant residence year (cut-off date). The retention period begins on 1 January following the cut-off date. The data are deleted after the deadlines have expired.

6. Right to access, to rectification, to erasure, to restriction of processing, to revoke your consent, to data transferability, to complaint and contact details for exercising rights.

You are entitled to the data subject rights according to the Austrian DSG and the GDPR at all times. These are the right of access, the right to rectification and erasure, the right to restriction of processing, the right to data portability, the right to revoke your consent, and the right to object.

If you revoke your consent to the processing of data essential for the fulfilment of (pre-)contract processing and the application we are no longer able to fulfil (pre-)contract obligations.

Contact details for claiming the rights

These rights can be asserted, for example, by post or mail to tranzit.at: office@tranzit.org.

If you believe that the processing of your data violates applicable data protection laws or that your data protection rights have otherwise been violated in any way, you can lodge a complaint with the supervisory authority. In Austria, this is the Data Protection Authority.

7. Handling of photos:
With the participation in the Residence programme, the creator hands over the free, unlimited and non-exclusive right to use, copy, modify, adapt, publish the transmitted texts, films, photo, audio and video recordings (in whole or in part) worldwide non-commercially and for the own public relations work via print, web, social media to tranzit.at, ERSTE Foundation and its partner institutions for public relations purposes for the MQ AiR programme.

This includes in particular the use of the portrait photo for database and the use of the portrait photo for advertising concerts, readings, exhibitions, etc., as well as the use of photos of artworks made available for advertising concerts, readings, exhibitions, etc., both in print, social media and web.

The declaration can be revoked at any time in writing to tranzit.at: office@tranzit.org. This revocation applies to all future publications, but not to public relations work already carried out. There is no claim to payment. The creator declares that the transmission of contributions and data does not infringe any rights of third parties (in particular the right to their own image and the rights under the Data Protection Act). The declarations of consent required for the use of the texts, film, photo, audio and video recordings sent in, must be obtained in advance.