

## [1] Application Overview

Tokyo Arts and Space (TOKAS) calls for project proposals for **OPEN SITE 8**, which will be held at TOKAS Hongo. Proposal must fulfill all conditions below:

- (1) Projects that can be realized using a gallery space such as:
  - a. Exhibitions of 2D works, 3D works, design, video art, media art, sound art, combined (mixed-media) works, and installations
  - b. Research presentations and/or display of outcomes of studies
  - c. Performing arts (e.g.: music, dance, theater works etc.)
  - d. Films and audio-visual works
  - e. Performances of multimedia works
  - f. Lectures, symposiums or workshops
  - g. Any other projects which are related to above or combined projects
- (2) Projects which explore new expression/art/culture reflecting the contemporaneous sociality
- (3) Projects which are well structured and have originalities.

## [2] Eligibility

Applicants must fulfill all conditions below:

- (1) Be able to take responsibilities for planning, preparations, and executions of projects.
- (2) Candidates who have passed the first selection must attend the interview in the second selection.
  - \* The interview can be done online if the candidate lives in a place far from Tokyo.
- (3) The organizer shall be responsible for all set-up and removal, including arrangements for necessary personnel.

In particular, if the organizer is not available at the time of dismantling, they should take measures such as appointing a representative.

## [3] Venue

Tokyo Arts and Space Hongo  
2-4-16 Hongo, Bunkyo-ku, Tokyo 113-0033, Japan

## [4] Execution Periods

There are two options for execution periods as below. The usable periods are different between exhibition section and other sections. See pp.2-3 for details.

- (1) November 25 (Sat), 2023 – December 24 (Sun), 2023
- (2) January 13 (Sat), 2024 – February 11 (Sun), 2024

\* Venue closed: Mondays (When Monday falls on a national holiday, closed on the following weekday),  
Year end and New Year Holiday (12/25-1/12)

\* TOKAS adjusts and decides the periods for each project, considering preference of successful candidates.

\* Please refer to **Notices and Instructions** for the details.

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**[5] Jury Members**

KOBAYASHI Haruo (Director, blanClass)

HATANAKA Minoru (Chief Curator, NTT Inter Communication Center [ICC])

KISHIMOTO Kako (Artistic Director, BUoY)

KONDO Yuki (Program Director, Tokyo Arts and Space)

**[6] Format of presentation**

Applicants can choose format of presentation as follows:

(1) <b>Exhibition</b>   【Intended project】 (1) -a, b				
Subsidy		400,000 JPY *1(tax excluded)		
Installation support		TOKAS will hire a professional installation team to offer a part of the installation support; i.e. painting walls, installing equipment etc. (Conditions will apply)		
Transportation support		Transportation to TOKAS: 100,000 JPY (consumption tax included) will be provided. Transportation from TOKAS: Arrangements by TOKAS (with upper limit)  *Overseas residents will receive 200,000 JPY as a subsidy for carrying in and out.		
Exhibition catalog *optional		Exhibition catalog will be made by TOKAS’s direction and schedule.		
Venue (free of charge)		TOKAS Hongo, Space A (1F) or Space B (2F)		
Execution Periods		Part 1: November 25 (Sat), 2023 – December 24 (Sun), 2023 or Part 2: January 13(Sat), 2024 – February 11 (Sun), 2024		
Schedule				
[Installation] 6 days				
	Install 10:00-18:00	Sunday & Monday	Install 10:00-18:00	Exhibition Open 11:00-19:00
Part 1	11/17 (Fri) - 11/18 (Sat)		11/21 (Tue) – 11/24 (Fri)	11/25 (Sat)
Part 2	1/5 (Fri) - 1/6 (Sat)	Closed	1/9 (Tue) – 1/12 (Fri)	1/13 (Sat)
[De-installation] 2 days				
	Last day of exhibition 11:00-19:00	Closed	De-install 10:00-18:00	
Part 1	12/24 (Sun)	12/25 (Mon)	12/26 (Tue) - 12/27 (Wed)	
Part 2	2/11 (Sun)	2/12 (Mon)	2/13 (Tue) - 2/14 (Wed)	
*Participants are required to finish installing and de-installing their projects within the schedule above.				
Admission		Free of charge		
Support		TOKAS staffs will support the projects in terms of operation.		
Accommodation		TOKAS will provide a room at TOKAS Residency as accommodation for those who live in places far from Tokyo. *2		

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(2) Performance   【Intended project】 (1)-c, d, e													
Subsidy	200,000 JPY *1(tax excluded)												
Stage operation support	200,000 JPY *1(tax included)												
Transportation fee support	Transportation to TOKAS: 100,000 JPY (consumption tax included) will be provided Transportation from TOKAS: Arrangements by TOKAS (with upper limit)  *Overseas residents will receive 200,000 JPY as a subsidy for carrying in and out.												
Venue (free of charge)	TOKAS Hongo, Space C (3F)												
Execution Periods	Applicants can use the venue for 6 days in the execution period for the preparation and performance.												
Schedule (Sample)													
<table><tr><td>Tue</td><td>Wed</td><td>Thu</td><td>Fri</td><td>Sat</td><td>Sun</td></tr><tr><td>Preparation 11:00-19:00</td><td>Preparation 11:00-19:00</td><td>Preparation 11:00-19:00</td><td>Showing 11:00-21:00</td><td>Showing 11:00-19:00</td><td>Showing/ Dismantle 11:00-19:00</td></tr></table>		Tue	Wed	Thu	Fri	Sat	Sun	Preparation 11:00-19:00	Preparation 11:00-19:00	Preparation 11:00-19:00	Showing 11:00-21:00	Showing 11:00-19:00	Showing/ Dismantle 11:00-19:00
Tue	Wed	Thu	Fri	Sat	Sun								
Preparation 11:00-19:00	Preparation 11:00-19:00	Preparation 11:00-19:00	Showing 11:00-21:00	Showing 11:00-19:00	Showing/ Dismantle 11:00-19:00								
*Actual performance times will be determined through consultation between TOKAS and the participants.													
Admission	Ticket price must be settled as a general rule.  *The ticket revenue of each project will be given as artist fee. *1												
Support	TOKAS staffs will support the projects in terms of operation. TOKAS will arrange a technical staff as needed.												
Accommodation	TOKAS will provide a room at TOKAS Residency as accommodation for those who live in places far from Tokyo. *2												

(3) dot   【Intended project】 (1)-f					
Subsidy	100,000 JPY *1(tax excluded)				
Transportation fee support	20,000 JPY *1(tax included)				
Venue (free of charge)	TOKAS Hongo, Space C (3F)				
Execution Periods	Applicants can use the venue for 6 days in the execution period for the preparation and events.				
Schedule (Sample)					
Tue	Wed	Thu	Fri	Sat	Sun
Preparation 11:00-19:00	Preparation 11:00-19:00	Preparation 11:00-19:00	Showing 11:00-21:00	Showing 11:00-19:00	Showing/ Dismantle 11:00-19:00
*Actual event times will be determined through consultation between TOKAS and the participants.					
Admission	Free of charge				
Support	TOKAS staffs will support the projects in terms of operation.				
Accommodation	Not applicable				

\*1. 10.21% for the domestic residents and 20.42% for overseas residents will be withheld as Income Tax and Surtaxes for Reconstruction Funding.

\*2 See **Notices and Instructions** for the details and conditions.

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**[7] How to apply**

(1) Download the Application Package (zip file) from the TOKAS website.

- URL: <https://www.tokyoartsandspace.jp/en/>

(2) Fill out the form (A) Registration Form and send it by e-mail.

[Email] [apply\\_opensite8@tokyoartsandspace.jp](mailto:apply_opensite8@tokyoartsandspace.jp)

[Title] Your Name: Application for OPEN SITE 8

**[Submission Deadline] March 30 (Thu), 2023 at 23:59 (Japanese time)**

(3) Upon receipt of the application, TOKAS will send you a confirmation and inform you of URL within four working days. Please upload the Application Materials [(B) Project Information Sheet, (C) Floorplan, and Portfolio/Video and Audio data] to the link provided.

**[Submission Deadline] April 8 (Sat), 2023 at 23:59 (Japanese time)**

\* Submitted documents and materials cannot be replaced nor changed.

\* See **Notices and Instructions** for the details.

**[8] Application Fee**

Free

**[9] Selection Process and the Schedule**

(1) First Selection (Document screening by jury members): **Late-April, 2023**

\*The result of first selection will be informed to all candidates.

(2) Second Selection (Presentations and interviews by jury members): **May 27 (Sat), 2023 (provisional)**

- Place: Museum of Contemporary Art Tokyo

\*The result will be informed to all candidates who participate in the second selection.

(3) The final results will be announced through the TOKAS website in the Mid June, 2023.

\*Individual inquiries concerning the result will not be answered.

**[10] Inquiries**

Please refer FAQ page on the TOKAS website before inquiring. For other questions, please contact by Email.

Email: [opensite8@tokyoartsandspace.jp](mailto:opensite8@tokyoartsandspace.jp)

**[11] Policy of Personal information usage**

Tokyo Arts and Space uses your personal information solely for contacting you on this program. Tokyo Arts and Space never uses or shares your personal information provided to us in ways unrelated to the one's described above also providing you an opportunity to opt-out otherwise prohibit such unrelated uses.

\* OPEN SITE 8 is a program for fiscal 2023, so its implementation is determined on April 1, 2023 if the annual project and budget are approved by the board and council of Tokyo Metropolitan Foundation for History and Culture by March 31, 2023.