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| Organisation Name:  Your Name:  Email Address:  Contact Number:  Address:  Website:  Instagram: |  |
| Which unit are you applying for? |  |
| Do you have a shop or studio space at present – please give the address: |  |
| Please describe your practice or business including how long your business has been operating: |  |
| Please describe your intended use for the unit:  **Please attach supplementary documents with visual indications of your intentions for the unit** |  |
| Please detail any making or designing activity that would take place in the space: |  |
| Please detail the types of product you would retail from the space, including prices:  **Please attached photos of example products when prompted further on in the form.** |  |
| How are your products made and who are they made by? If your products are manufactured elsewhere, we will require evidence of the ethical and sustainable standards maintained by the factory. |  |
| Would all the items sold in the unit be your own work or would you sell other designers’ products? If so, please elaborate: |  |
| Have you exhibited at any shows/fairs in the past – if so please detail: |  |
| How would you plan to promote your business at Oxo Tower Wharf? |  |
| What client base would you hope to attract to your unit? |  |
| How do envisage your business changing if you move to Oxo Tower Wharf? |  |
| The studios open 11am – 6pm Tues – Sun (as a minimum)  How will you staff the unit at these times? |  |

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| How did you hear about the studios – please be specific: |  |
| Please give a reference who can comment on your business activities: | Name:  Company:  Address:  Postcode:  Telephone number:  Email address: |
| Any other comments: |  |

**Please include a minimum of 4 high quality photographs of your work and outline the object depicted, including retail price (includes one off pieces, regular stock, commissions etc) – images can either be inserted into this form or sent separately.**

**Please note: If you wish to share the unit with another designer, they will need to submit a separate application form.**

Please return this form to [**lettings@coinstreet.org**](mailto:lettings@coinstreet.org)