



GUIDELINES

CHARLIE'S WORKING SPACE, LA!

Who can apply for the Screen NSW hot desks?

Any NSW based Screen practitioner who is visiting LA for the purpose of professional development or screen industry related business can apply for access to one or two Screen NSW hot desks, free of charge.

Please note:

- NSW-based means the applicant must be based in and working from NSW, and ordinarily have lived in NSW for at least **six months** immediately prior to the date of the application.
- Applicants must be over 18 years.

Is there funding available to support my trip?

No. All costs associated with travel to LA are to be met by the applicant.

Access to Charlie's is a service initiative not a grant.

What is Screen NSW looking for in supported applicants?

Screen NSW is keen to support applicants whose use of *Charlie's* will have a direct benefit to their career, projects and ultimately the NSW screen industry.

There are two desks, I am working alone, can I still apply?

Yes. Single applications are welcome.

Those working in a team can apply for up to two people to access the desks via the one application.

If I am successful, what is included in access to Charlie's?



- The creative coworking space is open 24/7 and equipped with coffee good enough to satisfy Aussie caffeine fiends.
- The space is equipped with writing desks and a writers' room with whiteboards and screens.
- Free tea and coffee, and an equipped kitchen.
- TV and Wi-Fi

Will I need travel Insurance?

Yes. All applicants granted access to *Charlie's* via Screen NSW, will be required to provide proof of Travel Insurance which includes but is not limited to cover for health and medical situations and covers the applicant's personal items, possessions, and equipment.

Do I need a visa?

Yes. It will be the responsibility of all successful applicants to ensure they have the correct visas for any activity they will be engaging in whilst in the USA.

Is access transferable?

No. Access to *Charlie's* will be granted to only the successful applicant for the specified time. Access cannot be transferred or passed onto anyone else.

Will I need to sign a contract?

Yes. Successful applicants will enter into an Agreement with Screen NSW about their access to *Charlie's* and the requirements and obligations of that access and obligation to abide by a Code of Conduct.

How to get there?

Charlies is located on **the The Lot Studios, 1041 N Formosa Ave, Writer's Building, Suite 3, West Hollywood 90046.**

You will need ID and prior security notification, so please let AiF know of your arrival date and time during regular business hours. You will be given a pass good for your entire time at Charlies.

From Uber: Make sure you enter the address above on Formosa as Uber sometimes notes The Lot at a difference place. Walk up to the security gate and show ID. Then turn right onto the lot and we are located across from the Café "Cuisine", in **the Writer's Building, Suite 3** (first floor). Map and photo of our office attached for reference.

If Driving: Address to The Lot Studios is 1041 N Formosa Ave, but for parking, please use the gate at **1000 N Poinsettia Pl, West Hollywood, CA 90046.** You will be instructed to park on levels 5-7 of the parking structure. As you step out of the elevators on the 1st floor, go left and straight to the Formosa South Building with the red tiles. Then make another left to get to the Writers Building. You will find us in Suite 3 in front of the café. Map and photo of our office attached for reference. Additional parking on Formosa Avenue is metered for a 2 hour time limit.

