

AIR 3331

Optional Support & Fees

Details regarding our program and application process
can be found on our website.

We welcome inquiries to the email below.

AIR 3331

Email **【[residence\(at\)3331\(dot\)jp](mailto:residence@3331.jp)】**

Online **【<http://residence.3331.jp/>】**

Updated June 2018

Support type	Content	Fee	Details
Interpretation	Interpreting by a residence coordinator (English only)	¥10,000 / event (2h)	Basic interpretation for up to 1 event organized by the participant will be provided for free of charge for full-term residencies.
	Professional interpreter	¥42,000 ~ / half day (4h)	For talk events, etc. which require native-level accuracy.
Text translation	Translation by a residence coordinator (English/Japanese only)	¥15 / word (En) ¥15 / word (Jp)	Translation of the artist profile and project plan is free of charge.
Text proof-reading	Text editing by a residence coordinator (English/Japanese)	¥5 / word	Editing of the artist profile and project plan, and basic event-related texts free of charge (depending on length/content)
Construction Staff	Direct support in construction of the work or installation of the exhibition.	Personnel expenses (¥1,300 ~ / 1hour) + material cost	Please consult residence staff with your plan at least 2 weeks before installation. (Requires consultation with an installation staff member in advance.)
3331 CUBE shop & gallery Display Box	Place artworks and goods inside 3331 original goods' shop display area	¥2,000/week (1 space: H 24.5cm x W 40cm x D 47cm)	Please consult residence staff to reserve a display box. Depends on availability.
Exhibition Panel	Large size printing and foam board setting for exhibitions	Personnel expenses + material cost ¥5,000 ~ (A1 Size)	Editable data must be provided in advance.
Consumable materials	Pins, screws, tape, etc.	Material cost	Availability varies

Large-scale printing	In-house printing above A3 size	Personnel expenses + material cost ¥2,500/m ~	Editable data must be provided (PDF, jpg, ai)
Printing, copying, scanning	Use of in-house office printer (A4-A3 size)	A4・A3 Mono Color ¥ 10 /1 sheet	Editable data must be provided.
		A4 Color ¥ 50 /1 sheet	
		A3 Color ¥ 80 /1 sheet	
Vinyl decal (Cutting sheet)	Vinyl machine cut (Size W 410 x L 1000 mm) *margin: 5 mm	¥3,000 *Includes machine operation, material (vinyl sheet and transfer tape)	Machine-cut stickers of text or outline data for exhibition titles and more; various colors. *1. Please submit outline text as illustrator data. *2. Please consult residence staff with your plan at least 2 weeks before installation.
	Additional length	¥ 300/100mm	
	Vinyl picking (up to 30 characters)	¥ 1,500	
	Additional characters	¥ 500/10 characters	
	Transfer tape preparation	¥ 1,000	
	Installation	¥ 2,000	

Publicity Materials	Business cards (Create business cards and printing order for networking purposes.)	Varies with task.	Orders are limited to a 3331-designed template. We cannot accommodate custom designs.
	Postcard flyers (Create postcard-sized flyer and printing order for self-promotion of events.)		
AV Equipment	Projector, microphone, etc.	Varies with task.	※ 1 item free for up to 1 event for full-term program participants. Additional items available with a fee.
Furnishings	Chairs, tables, plinths, etc. for exhibition, workshop or other event	Varies with task.	—
Material Assistance	Special orders for materials. Resourcing specific materials to aid with artwork production.	Varies with task.	—
Shipping Service	Arranging domestic and international shipments	Personnel expenses + Freight Cost + Packing	The charge varies according to the destination, size and weight of the package and method of freight.
Tokyo Guide	Staff member to attend galleries, workshops, etc. with the artist (basic translation and arranging information)	1 attendant + travel costs	Requires consultation in advance.

*The above are general estimates and are not included in the base residence cost. For a detailed estimate, please consult at the time of application. We may not be able to provide the service depending on the timing and the task.