

Hualien Cloud Hub

International Digital Nomad Residency Program

Resident Guidelines

Year 2026

Organizer: Hualien County Government

Executing Agency: Twouring, Ltd.

May 2026

I. Purpose

The following guidelines are written for international digital nomads seeking residence at the Hualien Cloud Hub. The Hualien International Digital Nomad Residency Program provides a comprehensive workspace and community exchange platform. Our local programming enables nomads to live in Hualien, a city blessed with magnificent mountains and sea, while making international-local connections.

II. Organizing Bodies

- (1) Organizer: Hualien County Government
- (2) Executing Agency: Twouring, Ltd.

III. Target Applicants and Eligibility

(1) Target Applicants

This program primarily targets international digital nomads—international professionals with remote work capabilities who can perform their work from various locations.

(2) Eligibility Requirements

1. Engaged in digital-related work (e.g., software development, design, digital marketing, content creation, online teaching, freelancing, etc.) and able to work remotely via the internet.
2. Holds a valid passport and a legal visa for staying in Taiwan, or holds a digital nomad visa from another country.
3. Interested in experiencing short-term (1- to 3-month) digital work and life in Hualien.
4. Willing to participate in community meetups, sharing events, and international exchange activities organized by the Hub.

IV. Required Application Documents

1. Residency Application Form
2. Personal Profile and Digital Work Plan
3. Copy of Passport
4. Digital Work Portfolio (or relevant supporting documents)

Hualien Cloud Hub International Digital Nomad Residency Application Form

Application No.:

Date: / /

Applicant Personal Information			
Full Name		Nationality	
Date of Birth	(MM/DD/YYYY)	Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other
Passport No.			
Taiwan Visa Type		Digital Nomad Visa / Country	
E-mail			
Contact Address			
Full Name of Insurance Beneficiary	<i>(Insurance is provided for each resident during their stay.)</i>		
Planned Residency Period	From _____ to _____		
Professional Field	<input type="checkbox"/> Software Dev <input type="checkbox"/> Design <input type="checkbox"/> Digital Marketing <input type="checkbox"/> Content Creation <input type="checkbox"/> Online Teaching <input type="checkbox"/> Community Development <input type="checkbox"/> Other: _____		

Personal Profile (200 words or less)

Digital Work Plan

1. Work Description (10%)

What is your job? What company do you work with or represent?

2. Remote Work Methods (10%)

How do you work remotely? Include relevant tools and platforms used.

3. Itinerary During Your Stay in Hualien (10%)

What is your overall plan during your stay?

4. Past Work or Project Experience (25%)

Please provide a link to your resume, CV, or LinkedIn.

5. Community Contribution (25%)

Please describe how you would like to interact with the local community, for example by sharing professional knowledge, conducting workshops, or participating in local projects.

6. Connecting with Hualien (20%)

Please describe your understanding of and interest in Hualien's local industries as well as your own connection to digital nomadism.

V. Application Method

(1) Electronic Submission: Please download the application documents, fill in all forms on the computer, prepare all required supporting documents, and email them to contact@hualien.cloud. Please include “**115 Hualien Hub Studio Residency Application Form**” in the subject line.

(2) Application Period: From now until May 20, 2026 (18:00), or until all slots are filled.

VI. Quota and Schedule

Item	Description	Remarks
Residency Quota	5 persons	Number adjusted on a rolling basis each term
Residency Period	From now until September 30, 2026	Minimum 1 month, maximum 3 months
Cost	Fully free of charge	No residency fees required
Extension Application	Must reapply and obtain approval for residency extensions; maximum one extension	Residency does not auto-renew

VII. Residency Fees

This program utilizes a free residency model. No fees are charged.

VIII. Residency Arrangements

Residents will be provided with an individual studio space on the 2nd floor, including a desk, chair, storage locker, and other furniture, as well as access to the common area and co-working space.

IX. Review and Selection Process

Applicants must pass the review process as follows:

(1) Review

The working group will review residency applications and any changes. Applicants scoring below 60 points will not be admitted. The review is conducted through document evaluation.

Review Item	Description	Weight
Digital Work Plan	Plan completeness, work items and remote feasibility, time planning during stay in Hualien	30%
Professional Skills & Experience	Digital professional skills, past work or project experience, remote work experience	25%
Community Contribution Potential	Willingness to share professional knowledge, interest in interacting with local industries, cross-cultural communication skills	25%
Connection with Hualien	Interest in and understanding of Hualien's industries or culture, alignment with digital nomad development philosophy	20%

(2) Review Results

The list of approved residents will be announced on the Hualien Cloud Hub official website, and email notifications will be sent regarding review results.

Approved applicants must complete the contract signing at the Hualien Cloud Hub within 10 days. Failure to sign within the deadline will be considered a forfeiture, and alternate applicants will fill the vacancy.

Contract documents required:

- Personal Data Collection Notice and Consent Form
- Letter of Undertaking
- Declaration

Personal Data Collection Notice and Consent Form

According to the Personal Data Protection Act, the Hualien government issues its statement of personal data protection and data collection agreement to notify you of your responsibilities and rights and solicit your consent to the collection, processing and use of your personal data by the Hualien government. Your signature below indicates that you have read, understood and accepted the contents set forth in this agreement.

I. Basic Data Collection, Renewal and Management

(1) The Hualien government will collect, process, and use your personal data in accordance with the Personal Data Protection Act and relevant laws and rules enacted in Taiwan.

(2) Please provide your accurate, latest and complete personal data.

(3) Your personal data collected by the Hualien government to facilitate its administration includes the information in the columns marked as required on the form.

(4) Please inform the Hualien government of any change to your personal data to maintain the latest information.

(5) Period of Use: From the date of collection, throughout the existence of the Hualien Cloud Hub.

(6) You may lose certain rights or benefits if you provide incorrect, untrue, outdated or incomplete information.

(7) According to the Personal Data Protection Act (ROC), you are entitled to make the following requests:

1. To check or review the collected data.
2. To receive a photocopy of the collected data.
3. To supplement or revise the collected data.
4. To cease the collection, processing or use of the collected data.
5. To delete the collected data.

II. Purpose of Personal Data Collection

(I) The Hualien government collects your personal data to meet the needs of the Hualien Cloud Hub International Digital Nomad Residency Program, such as;

1. Reviewing and assessing applications;
2. Internal reporting within the Hualien County Government.

(II) We will solicit your consent in written form in advance before using your personal data to serve any purposes other than those specified in Item (I) of this article. While you may refuse to provide your personal data to the Hualien government, you may lose certain rights or benefits as a consequence.

(III) Personal data will not be shared publicly. However, event photography will be used for marketing purposes on our social media accounts. We also encourage residents to write a blog post sharing their experience before they leave but it will be up to the resident what they choose to share in their blog post.

I have read the above notice and consent to providing my personal data for collection, processing, and use by Hualien County Government within the scope of the above-stated purposes.

Agree Disagree

Applicant Signature: _____

Passport number: _____

Date: / / (MM/DD/YYYY)

Letter of Undertaking

The undersigned: _____ (hereinafter referred to as “I”), hereby applies to reside at the Hualien Cloud Hub and undertake the following:

- I. During my residency, I shall comply with the “Hualien Cloud Hub International Digital Nomad Residency Guidelines” and all related regulations. In the event of any violation, I accept the penalty of residency termination.
- II. I shall take care of all equipment and assets within the Hub. If any equipment is damaged due to reasons attributable to me, I shall be held responsible for repair or compensation at replacement cost.
- III. I shall not sublet, share-rent, or lend the studio space to any third party.
- IV. Upon departure, I shall restore the space to its original condition.
- V. I confirm that all items stated in this undertaking are true and accurate. In the event of any violation, I shall bear all legal responsibility.

To: Hualien County Government

Undersigned: _____ (Signature)

Date: / / (MM/DD/YYYY)

Declaration

Declarant: _____ (hereinafter referred to as “I”), hereby applies to the Hualien Cloud Hub International Digital Nomad Residency Program and declares the following:

- I. All application documents and information provided by me are truthful, without any falsification, concealment, or inaccurate data. In the event of any misrepresentation, I accept the cancellation of my residency qualification and shall bear all legal responsibility.
- II. I consent that the Hualien County Government may use my work products, activity photographs, and related materials from my residency period for project reports, official website, social media, and related promotional activities.
- III. I understand and agree to comply with all rights and obligations stipulated in the Hualien Cloud Hub International Digital Nomad Residency Rules and related community guidelines.
- IV. I confirm that I will possess legal residency status in Taiwan during my stay and shall be personally responsible for all visa-related matters.

Declarant: _____ (Signature)

Passport No.: _____

Date: / / (MM/DD/YYYY)

X. Facilities and Equipment

(1) 2F Residency Space

- Independent studio: Bright, spacious, and comfortable with a shower room.
- Air conditioning: Fully equipped.
- High-speed internet: Stable, high-speed internet connection.

Equipment	Description	Quantity
Desk & Chair Set	IKEA white desk + chair set	1 set
Storage Locker	IKEA white storage locker	1 unit
Bedside Lamp	IKEA standing bedside lamp	1 unit
Clothes Rack	Clothes rack	1 unit
Air Conditioner	Sampo 2.8kw and 5.0kw inverter AC	1 unit
Wireless Network	Wi-Fi 6 access point (500M/500M dedicated line)	Full coverage

(2) 1F Co-working Space

- Shared workspace: Located on the 1st floor for convenient daily use.
- Private meeting room: Located on the 1st floor, available by reservation.

Equipment	Description	Quantity
Smart Whiteboard	Persona KTA-PRO-PIS 75 with mobile stand	1 unit
Projector	EPSON FHD/4000 lumens EB-FH52	1 unit
Video Conference Equipment	AVer VB342+ video conference camera & speaker set	1 set
Wireless Network	Wi-Fi 6 access point (500M/500M dedicated line)	Full coverage

(3) Pantry and Public Facilities

Equipment	Description	Quantity
Refrigerator	TECO 334L inverter refrigerator	1 unit
Water Dispenser	HoZen ice/warm/hot water dispenser + Jinkon water boiler	2 units
Microwave Oven	Sampo 20L microwave oven	1 unit
Rice Cooker	CHIMEI 304 stainless steel rice cooker (10 servings)	1 unit
Washing Machine	Sharp washer/dryer	1 unit

XI. Resident Rights and Obligations

(1) Rights

- Free use of 2F individual studio space, desk, chair, storage locker, and other basic amenities.
- Free use of 1F co-creation space, outdoor areas, and Cloud Coffee space.
- Free high-speed internet (500M/500M).
- Participation in community meetups and international exchange activities hosted by the Hub.
- Use of pantry facilities (coffee machine, microwave oven, refrigerator, washing machine, etc.).

(2) Obligations

- Participate in at least 1 community meetup during the residency period to share professional knowledge or experience.
- Cooperate with the Hub's media promotion, workshops, sharing events, etc.
- Take care of Hub equipment; if damaged, will be held responsible for repair or compensation at replacement cost.
- Shall not sublet, share-rent, or lend the studio space to others.

XII. Contract Signing and Move-in / Move-out Rules

(1) Move-in

Approved applicants must sign the residency contract within 10 days of receiving notification. Failure to sign within the deadline will be considered a forfeiture.

(2) Move-out

Upon departure, residents must restore the space to its original condition. Any damage must be repaired or compensated at replacement cost.

(3) Early Termination

If a resident voluntarily gives up their residency during the contract period, they must provide notice at least 10 days before the effective departure date.

XIII. Residency Code of Conduct

(1) Residency Rights and Precautions

- Do not make repairs or modifications to the studio directly; please seek assistance from management first.
- Please use studio equipment properly. If equipment is damaged due to improper use, the resident shall bear the repair costs.
- Do not place personal belongings in common areas (hallways).
- Please keep your voice low in common areas; maintain normal volume inside your studio.
- To maintain a peaceful environment, please lower your volume after 10:00 PM and avoid loud disturbances that may affect other residents.
- Please safeguard your personal valuables. We are not responsible for any loss; your understanding is appreciated.
- Do not leave trash in common spaces or entrance hallways. Please follow the no-littering policy.
- We are a minimal-waste facility, meaning residents are encouraged throughout their stay to minimize single-use plastics and reduce energy waste. Reusable water bottles and tupperware containers will be provided on site; we encourage their usage in order to minimize landfill waste.
- Please turn off your studio air conditioners when you are not in the room.
Thank you for your understanding.

(2) Public Equipment Usage Precautions

- The washing machine is for resident use only. Please use it properly and with care.
- Please finish using the washing machine before 10:00 PM. Do not do laundry between 10:00 PM and 8:00 AM to avoid disturbing other residents.

(3) Safety Precautions

- Please develop the habit of closing doors and windows, stay alert, and remain vigilant to prevent break-ins. Staying aware is the primary condition for ensuring personal safety.
- Apart from the provided air conditioner, do not use multiple high-wattage appliances simultaneously (space heaters and dehumidifiers are high-wattage devices) to prevent electrical fires or circuit overloads.
- Gas stoves and similar appliances are not allowed in the upstairs studios. Cooking, baking, and food preparation are prohibited upstairs.

(4) Emergency Reporting System

- Police emergency hotline: 110 (toll-free)
- Hualien County Police Bureau: 03-822 3146 (24-hour hotline)
- Fire, emergency rescue, ambulance: 119 (toll-free).
- Typhoon power outage inquiry hotline: 0203-01911.

XIV. Residency Management and Community Operations

(1) Management

- A full-time on-site manager is stationed Monday through Friday to provide immediate support services.
- Regular facility inspections to ensure space quality.
- A resident communication group (planned on WhatsApp) will be established for real-time communication.
- Handling of residents' daily issues and emergencies.

(2) Community Activities

- Wednesdays 15:00–17:00 — Community Coffee Day
- Third Wednesday afternoon of every month 15:00–17:00 — Coffee-Themed Workshop
- Third Wednesday evening of every month 18:30–20:00 — Hualien 33 Meetup

(3) User Feedback Mechanism

- Periodic resident-need surveys during the residency period to serve as a basis for process optimization.
- Residents share their experience before departure (meetup sharing, blog posts, social media posts, videos, etc.).
- Feedback results are compiled as reference for improvements in the next cohort.