



Maud Morgan Arts, A program of Agassiz Baldwin Community
20A Sacramento Street, Cambridge, MA 02138, Phone: (617) 349-6287

Ceramics Studio Policies: Independent Renter

Rates

\$200 rental rate for 24 hours during each session (Fall, Winter, Spring)

Plus materials:

\$25 per 25 lb bag of clay, \$50 materials, glazes, and firing fee

Total: \$275

Policies

Independent Renters must tally the hours they use the studio in the black studio binder provided in the studio. This is an honor system.

Renters must accept full responsibility to maintain all equipment and pay for any damage to the studio beyond normal wear and tear. If a renter causes damage or notices damage, they must report it to Haley MacKeil, Director, hmackeil@agassiz.org or 617-349-6287 x15.

Food and drink in the studio are not allowed. Please observe this restriction.

Independent artists are expected to leave the studio as clean, or cleaner, than they found it.

Clean up means:

- Sweep and mop the floor as needed.
- Clean all table and counter surfaces.
- Clean all glaze jars and the carts.
- Clean all brushes and tools and putting them away.
- Wash down the sink.
- Pick up all large trash items from the floor.
- Put left-over clay, debris and glaze-free, in the re-cycling bin.

Access

Artists may rent the ceramics studio for independent work. Access to the studio is only when classes are not in session.

Renters must demonstrate proficiency in ceramic processes, safety procedures, and use of the equipment sufficient to work independently.

1. Enroll in a ceramics class at MMA and secure the instructor's confirmation of your skill level in order to work unsupervised when the course has concluded.
2. Any student currently enrolled in a clay class at MMA may use the studio for 3 hrs per week outside of access time with permission of the instructor, and concurrent with being enrolled in a class. Current students must agree to and observe all the rules and policies for the clay studio.

Materials

- The ceramics studio uses a low fire white clay body.
- Only clay purchased at MMA may be used.
- Renters must demonstrate knowledge of glazes and glazing sufficiently.
- All firings are done by MMA staff.
- No production pottery is allowed.

Scheduling

1. Register and pay online for time, materials fee, (\$275).
2. Choose the exact days you use the studio in consultation with Haley MacKeil, Director.
3. Use the calendar on the bulletin board to mark your schedule. This allows others to see what the use of the studio will be for any given day.
4. Please plan your schedule as much in advance as possible. Write your name on the days you plan to work. Make a tally by your name in black binder in the studio of the actual hours you have worked.

If you work more than the contracted 24 hours in a given session (Fall, Winter, Spring) period, the charge is \$8.50/additional hour. If you miss days, you may take a "make-up" day. Indicate on the calendar that it is a make up day. This is an honor system so please track your hours.

Fall Session Students

Students enrolled in the Fall, who have already registered for the Winter session, and have independent hours left from the Fall session, can work independently in January. Students cannot tap into Winter session independent hours before the start of the Winter session. This is an honor system, students should be recording independent hours in the studio binder.

If students want more time beyond their fall independent hours, they need to purchase Independent Studio Rental hours.

Fall session students who are not registered for the winter session, forfeit their unused independent hours at the end of the fall session.