



## PLEASE READ ALL INSTRUCTIONS

STUDIO HOURS	PRICING
M-F 9AM - 3:30PM	\$10 / HR
WED- CLOSED	\$35 / DAY
SAT 10AM - 3:30PM	\$100 / MONTH

\*Open Studio hours are subject to change based on workshop/class schedule.

No Open Clay Studio during events/workshops/classes. Class fees are required for workshop participation. Open Studio is self guided work time in our ceramics studio without an instructor.

### **Open Clay Studio Participants are provided access to the following equipment:**

Work Tables	Basic Ceramic Tools
Aprons & Rags	Brent Slab Roller
Shelf Space	Clay Extruder
Rolling carts that are labeled for greenware/bisqueware/glazeware	Clay Sink Stations
Free Wi-Fi	Restrooms
Skutt Pottery Wheels	Clay & Glaze
First Aid Kits	Kilns (all firing, loading, and unloading of kilns will be done by AAC staff)

#### BRING FROM HOME:

- Small bucket(s) with lids for clay slop & clay storage
- Specialty tools
- Plastic tote or garbage bags to keep projects damp between sessions

**DAILY:**

- Sign the sign in/sign out indicating what equipment you will be using. Please note which pottery wheel you use.
- Pay Open Studio fee to AAC staff member when you arrive
- Clean up all areas everyday after use: AAC staff gives a 15 minute warning before end of Open Studio Time for cleanup to begin - - Late Cleanup or Space Left Messy results in \$25 penalty charge

**EQUIPMENT USE:**

- Those unfamiliar with equipment are encouraged to learn proper usage in a class/workshop
- If you can demonstrate knowledge of proper equipment usage to AAC staff, you are permitted to its use
- Wheels are numbered next to their power button please indicate which wheel you use in the “equipment used” column on the sign in/sign out sheet
- Always let the AAC staff member know when you will be using the extruder & slab roller

**SHELVING & STORAGE:**

- Open Studio participants are limited to the community “Open Studio” shelves provided by the AAC. Space is limited. The “Class Storage” Shelves are for Ceramics Class/workshop participants only.
- The Appalachian Artisan Center is not responsible for lost or stolen clay pieces.
- Blue cabinet lockers are included with \$100 Monthly Unlimited Rental **OR** for \$25/month
- Private Artist Studios are available for rent - \$75/month (does not include access to clay studio or equipment). Studios include sink, workstation, lamp, rolling chair, storage locker, safe, fan, and heater.

**CLAY:**

- Open Studio participants are provided with use of reclaim clay.
- Sinks are labeled as a “clay wash station” or as a “clay free sink” – All clay wash stations should have a bucket covering the drain to catch any clay to keep it from going down the drain. Any other sink should not be used to clean tools, or if you have clay on your hands.
- All clay provided by the AAC is mid-high fire clay. If you wish to purchase your own personal supply of clay from an outside company (such as KY Mudworks) please consult with the AAC’s Master in Ceramics or Artistic Director to ensure you purchase the correct type.

**MARKING YOUR WORK:**

- You must put a mark or signature on the bottom of your work so that it can be identified by staff.
- All bisque/glazed wares left on shelves for more than 1month will be discarded unless we are notified by the owner of extenuating circumstances. Staff (at their discretion) may box up or throw out unclaimed bisque/glazed wares if they are not picked up in a timely manner.

**GLAZING:**

- The AAC has a supply of glazes and underglazes in the glazing station that are included with Open Studio
- Glaze must be wiped off the bottom of all pieces. Any piece with glaze on the bottom WILL NOT be fired. It is your responsibility to clean the pieces before placing them on the “Glaze” shelf
- If you wish to purchase your own glazes to use, be sure to ask the AAC’s Master in Ceramics or our Artistic Director to ensure to get a kind compatible with our clay and firing process.

**ALL kilns are loaded, fired, and unloaded by AAC staff ONLY!**

**Please follow all clay studio safety rules and always be safe!**