

BURLINGTON CITY ARTS STUDIO ACCESS MEMBERSHIP
MEMBER AGREEMENT: DARKROOM + DIGITAL PHOTOGRAPHY LABS

Name _____

Phone # _____ Email _____

Address _____

Orientation Date _____ Date Joined _____

Studio Access Membership Fees:

1. The monthly fee is \$60/month and can be paid with cash, check or credit card.
2. A 10% discount is offered to BCA Members, reducing the fee to \$54/month. BCA Membership is \$25/year and may be purchased at any time.

Membership Prerequisites:

1. Darkroom + Lab Membership is intended for individuals who have recent, basic experience either printing in a black and white darkroom or printing digitally utilizing Epson print workflow. Individuals without this required experience must attend a class or workshop in advance of becoming a member.
2. All Darkroom + Digital Lab Members are required to attend a pre-scheduled orientation meeting with the Photography Program Director or Assistant prior to using the labs.
3. Darkroom + Digital Lab Membership is available for individuals 18 years of age or older.

Building Access + Parking:

1. Members are provided with a door code to access the building. Please do not share this code.
2. Parking is available along the side of the building as space is available.

Open Studio Hours

1. Members have access to work in the darkroom or digital lab on a drop-in basis during posted open studio hours.
2. Use of the film processing room, printing darkroom, iMac workstations and the Epson scanners is on a first-come, first-serve basis.
3. Use of the Epson digital printers is scheduled by reservation only during designated open lab hours.
4. There are approximately 20-30 open studio hours available per week and the schedule changes seasonally. BCA is closed on City Holidays and occasionally for special events.
5. Members are not allowed access to the darkroom or digital lab outside of the posted open studio schedule unless special arrangements have been made.

Lab Monitors + Staffing:

1. Open Lab Hours are administered by a volunteer Lab Monitor or Program Staff. Membership assumes basic proficiency but lab monitors and staff are available for technical assistance and questions.

2. Volunteer Lab monitors also perform maintenance and cleaning tasks during their shift and work on personal projects as time allows.

Lockers + Storage:

1. Members are each assigned a locker to store personal items. Non-secured large paper storage is available in the darkroom. We do not have space for paper storage in the digital lab.
2. Hazardous or flammable materials and chemicals may not be stored in lockers. No exceptions!
3. Abandoned or past-due lockers will be cleared by BCA staff.
4. BCA is a public space, and cannot be held responsible for lost or stolen items. Members may secure their locker with a lock.

Equipment and Materials:

1. In the darkroom, membership includes use of film developing equipment, enlargers, black and white film and printing chemicals, UV lightbox for alternative processes, mat cutter and the heat press for flattening fiber prints. Members must supply their own film and darkroom printing paper.
2. In the digital lab, membership includes use of the iMac workstations with Adobe CC Software and use of the Epson scanners. Use of the Epson large format printers is available by appointment and there are additional per-sheet paper charges for ink and paper costs.
3. Outside darkroom chemicals are not allowed without prior approval and a current SDS sheet must be provided to the Photography Program Director.

I have read and understand the attached policies and rules, and agree to model the values of caring, honesty, respect and responsibility and follow all of BCA's studio policies and rules. _____ (Please Initial)

I understand and agree that Burlington City Arts reserves the right to revoke member's privileges and use of the studio at any time, without a refund, for violation of policies, for neglecting to pay studio membership fees when due, or for behavior found to be disrespectful to the studio and its participants. _____ (Please Initial)

BCA may, at their discretion, adjust the monthly studio rental rates. I understand that I will receive at least one month's notice prior to any such change. Monthly membership fees will be adjusted at time of renewal. _____ (Please Initial)

I do hereby assume full responsibility for any and all damages, injuries, or losses that I may sustain or incur, if any, while participating as a Darkroom + Digital Lab Member at Burlington City Arts. I hereby waive all claims against Burlington City Arts, its instructors, or partners of said program, individually, or otherwise, for any and all claims for injuries or damages that I might sustain, including negligence of BCA. I understand that there is a risk of injury associated with participation in the BCA Studios. _____ (Please Initial)

I HAVE READ AND AGREE TO THIS RELEASE AND WAIVER OF LIABILITY.

Member's Name (Printed) and Signature

Date

Staff Contacts:

Mary Zompetti, Photography Program Director
mzompetti@burlingtoncityarts.org

Renee Greenlee, Photography Program Assistant
rgreenlee@burlingtoncityarts.org