

# Arts & Crafts

## Pottery Club Membership Form

### Membership Options

Date:	
Name:	
Phone (cell):	
Address:	
Email:	

### Member Information

Duration	Price
	<small>*Please circle one*</small>
1 Month	<b>\$30</b>
3 Month	<b>\$75</b>
6 Month	<b>\$120</b>
12 Month	<b>\$210</b>
<b><u>Membership Duration</u></b>	
Start:	
End:	

### Pottery Area Rules & Information

- All Pottery Club Members must be at least 18 years or older.
- Pottery club memberships begin on the day of purchase or the day after an old membership expires. Memberships may not be “paused” and “resumed” and will not be extended for personal reasons.
- Members may not use the facility or any pottery area equipment while under the influence drugs or alcohol.
- Members must have taken a Potter’s Wheel class at the Center for Arts and Crafts or have previous experience working in a pottery studio that has been approved by the facility supervisor or Pottery Coordinator.
- Clay used by members must be purchase at the Center for Arts and Crafts for \$20 per 25lb. bag. No outside clay is permitted. Violation of this policy may result in suspension from facility without refund. Keep clay at home or in your designated locker.
- All glazes used at the Center for Arts & Crafts must be non-toxic and “food safe.”
- Wheel & glaze room availability subject to change due to programming & rentals without notice.
- Lockers are available to Pottery Club Members on a first-come, first-serve basis.
- When throwing, if you get clay on walls, floor, or side of wheel, please clean these areas with a clean, damp sponge.
- When you are done working, clean up your area. Clean any tools, wheel, bats, sponges, and table area you used and return them to the correct area. **\*Both wheel room and glaze room\***
- When storing work, please put your name & date on a clothes pin & put it on your plastic covering your piece. Pieces should not remain on the shelf more than 3 weeks. Pieces without a name/date may be discarded.
- Do not store your greenware on bats after it has been cut off. Use wareboards to store these items.
- Be considerate of others using the pottery area; do not touch or move any work that is not your own.
- Bisque pieces maybe discarded or used as glaze tests if they are left on shelf for more than 2 months.
- Glazed pieces may be discarded if they are left on shelf for more than 4 months.
- Please start cleaning up at least 20 minutes before the end of class time or facility closing. Failure to clean up on time for an upcoming class or facility closure will have the following results:
  - 1<sup>st</sup> time: warning to member to clean up on time
  - 2<sup>nd</sup> time: must be cleaned up and out of the studio 30 minutes prior to class time or facility closure
  - 3<sup>rd</sup> time: suspension from working in the pottery studio without membership refund
- From time to time, members are permitted to bring children with them to the studio following the guidelines below. If any of these guidelines are not followed, the child will not be allowed back in the pottery studio.
  - Children are not to take up space from working members.
  - Children are not permitted to use any pottery studio equipment.
  - Children are not to be loud or disruptive in the pottery area.

**(OVER)**

- Pottery Club Members who do not follow rules and/or leave late may be suspended, resulting in lost membership time and fee.
- Glaze sample tiles are provided on both white and brown clay. If layering glazes, dip the first layer, then sponge or paint on the second layer. **If glaze gets too thick, it can run off of your piece and damage the kiln shelf.**
- **Pottery Club members are not authorized to use the pug mill or the bench grinder.**
- Do not sweep in the throwing room or glaze room. Do not sand bisqueware inside the facility. The dust from both these actions is not safe to breath.
- You will receive an email reminding you of your membership expiration date. If you have a locker and do not plan to renew your membership, please clean out your locker by your membership expiration date. If your locker is not cleaned out by this date, it will be cleaned out by staff and items inside will be discarded.
- If you are enrolled in a pottery class and you have a current membership, please let me know and I will add the class duration to your Pottery Club Membership. If you want to keep your personal locker while you are enrolled in a pottery class, you must keep your Pottery Club Membership current.
- Pottery Club Members renewing a membership must sign a new membership form each time they renew.
- Due to the nature of firing and the community center environment, bisque and glaze pottery results cannot be guaranteed. The Center for Arts & Crafts and the City of Greenville are not liable for any kiln firing issues.

Agreement: I have read and agree to abide by the Pottery Area Rules & Information.

Member Signature: \_\_\_\_\_

**\*To be filled out by staff**

<b>Date of Purchase/ Renewal</b>	
<b>Date of Expiration</b>	
<b>Locker Number</b>	
<b>Locker Combination</b>	

**Orientation**

**For members new to the Center for Arts & Crafts but with a background in ceramics:**

**Each new Pottery Club member will need to schedule an appointment with Sara (Recreation Supervisor) or Mallory (Pottery Coordinator) before their membership can begin.**

<b>Orientation Date:</b>	
<b>Name of member (please print):</b>	
<b>Signature of member:</b>	
<b>Signature of Recreation Supervisor or Pottery Coordinator (after completion of orientation)</b>	

**Contact Information**

**Sara Caropreso**

Recreation Supervisor

Jaycee Park Center for Arts and Crafts

City of Greenville Recreation and Parks

Office: 252.329.4546

Email: scaropreso@greenvillenc.gov

**Mallory Jennings**

Pottery Coordinator & Art Assistant

Email: [MJennings@greenvilleNC.gov](mailto:MJennings@greenvilleNC.gov)