

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	\$35
3 Month	\$87
6 Month	\$138
12 Month	\$242
<u>Membership Duration</u>	
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 purchased at the Center for Arts and Crafts. 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,” formulated for cone 5 firing, not contain crystals. Any outside glazes must be approved by the Facility Supervisor or Pottery Coordinator & have a green sticker of approval on the container.
- Open studio calendars are emailed monthly & print copies are available in the Throwing Room 206.
- Wheel & glaze room availability subject to change due to programming & rentals without notice.
- If you get clay on walls, floor, or side of wheel, etc. 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 items 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.
- Greenware items may be discarded if left on the shelf for more than 6 weeks.
- 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:
 - 1st time: warning to member to clean up on time
 - 2nd time: must be cleaned up and out of the studio 30 minutes prior to class time or facility closure
 - 3rd time: suspension from working in the pottery studio without membership refund
- Occasionally, members are permitted to bring children or guests with them to the studio following the guidelines below. If any of these guidelines are not followed, the child or guest will not be allowed back in the pottery studio.
 - Children or guests are not to take up space from working members.
 - Children or guests are not permitted to use any pottery studio equipment.
 - Children or guests 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. Members are not permitted to touch the kiln or kiln furniture (shelves, posts, plugs, etc.).**
- Do not sweep in the Pottery Studio. Do not sand bisqueware inside the facility. The dust from both these actions is not safe to breathe.
- 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, the class duration will be added 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.
- Lockers are available to Pottery Club Members on a first-come, first-serve basis.
- 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**

Date of Purchase/ Renewal:		Locker Number:	
Date of Expiration:		Locker Combination:	

Orientation

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

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

Contact Information

Sara Caropreso Ford
 Recreation Supervisor
 Jaycee Park Center for Arts and Crafts
 City of Greenville Recreation and Parks
 Phone: 252 – 329 – 4546
 Email: scaropreso@greenvillenc.gov

Mallory Jennings
 Pottery Coordinator & Art Assistant
 Jaycee Park Center for Arts and Crafts
 City of Greenville Recreation and Parks
 Phone: 252 – 329 – 4551
 Email: MJennings@greenvilleNC.gov