

# **ORR STREET ARTISTS GUILD HOUSE RULES**

## **INTRODUCTION**

Orr Street Artists Guild (herein also referred to as OSAG) was created to provide creative and stimulating environment in which artists could work. In order to achieve this goal, and maintain a suitable atmosphere for all, some house rules are necessary. They are as follows, and are binding upon all members. These rules are in addition to requirements set forth in the separate Lease Agreement, and are by reference incorporated in that Lease Agreement.

## **A. SALES AND DISPLAY OF ARTWORK**

1. It is acceptable for artists to sell artwork in their spaces; however, the intent of the Orr Street Artists Guild is to showcase the individual artists and their work. In light of this, artwork for sale in the Orr Street Studios Building (referred hereafter as the “Building”) must be artwork created and made by tenants of the Building.

2. From time to time, the OSAG Director will organize events that are open to the public, in order to promote Orr Street Studios and the artist’s work. Artists are encouraged to participate in these events whenever possible.

3. The design of the Building incorporates individual display areas on the exterior of each studio, next to the sliding doors. Artists are encouraged to display their artwork in these areas, so they may be viewed by the public and add to the interest of the building, as well as promoting the artist and their work.

## **B. ACCEPTABLE ART MEDIUMS –**

1. In order to maintain an environment which minimizes interferences between mediums, the acceptable art mediums in the Building will be as follows:

- Jewelry – original; and subsequent production pieces.
- Fibers
- Art glass
- Original paintings
- Original drawings
- Collage
- Original prints
- Photography
- Computer or digital art
- Work incorporating reproductions – permissible if the reproductions are used only as a base for the new original (see beginning statement).
- other media as approved by OSAG Studio Director

### **C. GUIDELINES FOR WORKING CONDITIONS**

1. Since the studios are very open in construction, noise must be kept to a level that is acceptable to the other artists in the building and must not be loud or disturbing to others. Noise should be kept to a minimum and be related to the needs of the working process only. Radios, telephones, answering machines, and other equipment should be set on volumes low enough so as not to be disturbing to other tenants.

2. Children brought in by the artists should be supervised at all times.

3. No dogs, cats, animals or pets of any kind shall be allowed on the premises. Licensed service animals will be accommodated.

4. Equipment of a hazardous nature should be used and stored carefully in compliance with fire regulations. Toxic sprays (fixatives, varnishes, oil-and-lacquer based paint, etc) may only be used in a suitable spray booth. All artists should understand the use of the fire extinguishers; the location of water when using caustic chemicals; the location of fire devices and the evacuation routes for their part of the building.

5. No spray painting or spraying of any kind is allowed inside the studios or inside the building. Spraying done outside the building must be done only after all surrounding surfaces have been shielded from overspray.

6. Noxious or annoying fumes are prohibited.

7. Sinks in the public areas are not to be used for cleaning of any kind. All cleaning and equipment washing must be done in the studio sinks.

8. Studio sinks are not equipped with special waste interceptors or traps. No hazardous substances or materials which could block the sewer pipes may be disposed of in any of the sinks or drains in the building. **DO NOT POUR PAINT DOWN THE SINK.** If an artist feels they need to be able to dispose of such materials, notify the Studio Director and we will attempt to provide a proper means of disposal.

9. The public bathrooms and break room are to be kept clean and neat and presentable to the public.

### **D. USE OF PUBLIC AREAS**

Shows and exhibits in the public areas will be approved in accordance with GUIDELINES REGARDING SHOWS IN PUBLIC SPACES

1. Except for the wall space directly next to the door into each studio, an artist may not use public space as an extension of his/her studio display. All signs in public space must be submitted to the OSAG Director for approval prior to posting.

2. At least once a year or more, artists are encouraged and invited to participate in a planned cleaning and painting of the public halls and spaces. This is not required

but encouraged. Artists will be given at least two weeks notice prior to such clean- up days.

3. Artists with security alarm systems will provide alarm codes and keys, which will be accessible to the Studio Director, to reset the system in case of false alarms, and to allow access to studios as required for building maintenance or other related reasons.

#### **E. AFTER HOURS ACCESS *Artist's access.***

1. Artists occupying studio space (sub-tenants) have access to the Building by using the card access security system. This access is granted to the artists occupying studios, but not to the general public. The artist allowing other invitees into the Building assumes responsibility for the behavior of the invitees, including any damages caused by the invitee. Access times for the Building shall be reviewed and determined by the OSAG Director, and may be restricted and controlled as such.

2. Artists (sub-tenants) may make arrangements with the Studio Director to permit limited and controlled access by groups of non-tenants outside of open hours, under the following conditions:

- The sub-tenant must obtain the prior approval of the Studio Director and provide detailed information regarding the number of individuals to be provided access and the times of such access.

- The sub-tenant shall be responsible for meeting and escorting the invited person(s) to and from the public entrances to the studio. The sub-tenant shall be solely responsible for those individuals during the entire period such person(s) are in the Building.

- In the event the sub-tenant desires to have an opening or other special function in the studio, the sub-tenant shall be responsible for obtaining any required security and staff services, and shall be required to pay a rental fee to Orr Street Studios in an amount to be determined by the OSAG Director. Notwithstanding such agreements, the sub-tenant will be solely responsible for those individuals during the entire period such person(s) are in Building.

- No access shall be permitted which might conflict with a special event scheduled by OSAG Director, whose decision shall be final, shall make decisions as to whether such access will conflict.

***Public Access for special functions*** *The Studio Director has the exclusive right to schedule events in the public space outside of normal working hours for groups and individuals that meet certain specific criteria and pay rental. The Studio Director shall control access to the Building by the public during such special functions.*

**F. JOINT TENANCY** Where there is more than one member in a studio, all joint tenants shall be required to sign a joint lease.

**H. COMPLIANCE** All artists (sub-tenants) must comply with the rules and standards in this document. They must acknowledge their acceptance and understanding of the rules when signing their Lease. The renewal of the lease with the tenant depends upon the tenant's being a member in good standing. Violation of these rules, without timely correction, may be cause for lease termination.

**By my signature hereto, I acknowledge that I have read these Rules and agree to be bound to them pursuant to the terms of the Lease Agreement executed concurrent with this document:**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**