GRADUATE STUDIO SPACE AGREEMENT

FALL - 2014

Only currently registered students in the School of Art and Art History (SAAH) are eligible to occupy a graduate studio space. Keep a copy of this agreement for your reference. You are responsible for following these guidelines. By signing this agreement you understand the space is NOT secure and you are ultimately responsible for the condition of the studio space. The School of Art and Art History is not responsible for theft or vandalism to the studio space.

The space will be available to you the first week of classes. You are responsible for providing all labor and supplies required to supply your studio. Any special needs must be approved in advance by the Faculty Area Head. You must complete all required safety training, available on ICON, by September 15.

Upon graduation, you must vacate the studio space by June 30th. Please leave the space in the same good condition in which you found it. Spackle the walls, clean the floor, remove trash and repaint the walls if necessary. You will be held responsible for any additional cleaning, damaged walls, hauling or repair that the School of Art and Art History incurs. If the space is not restored to its original condition, a maximum $250.00 fee will be charged to you after the condition of the space has been assessed.

______________ (initial)

You may pick up a key from Sheryl Lyle at 1105 Studio Arts. If the key is not returned, you will be charged $200.00 for the re-keying of the space.

______________ (initial)

Studio policies/guidelines:

• Use of equipment with sound should be kept at low and reasonable levels due to the proximity of offices, classrooms, and studios.
• Artwork, as well as props, wires and cords, should not interfere with the normal flow of traffic.
• No physical changes to the structure (walls, lighting track, flooring, ceiling, etc) of the studio without special permission of the Faculty Studio Coordinator.
• Artwork may hang from the walls of the studio only. No artwork may hang from the lighting tracks or the trusses; artwork may not exceed the height of the walls (Studio Arts Building). Exceptionally heavy objects requiring more than two persons to lift must have prior approval.
• Alcoholic beverages are not allowed on the University campus.
• Blood, body fluids, or any other types of pathogens are prohibited.
• State Fire Safety laws prohibit the use of open flames of any kind.
• Firearms (i.e.: any usable weapon or usable weapon parts) and explosives are prohibited.
• Live animals or live insects are not permitted in University buildings.

All University of Iowa policies apply and will be enforced.

The policies, procedures and requirements provided in this document are subject to change without notice.

If you have any questions or concerns contact Pat Arkema (pat-arkema@uiowa.edu, 335-1770).

Please sign below to indicate your acceptance of the above conditions.

Student Name _____________________________________ Studio Space Assigned: _____________________________

ID Number ________________________________________ Phone ___________________________________________

Area______________________________________________ E-mail: __________________________________________

Signature: _________________________________________ Date: _________________________________________

Faculty Area Head signature __________________________________________________________________________