

## Studio Contract Unit 13

### Included within your rent:

Lighting, access to toilet, downstairs sink (not in the studio), moderate energy use for appliances not including heating\*, 24/7 access to the building, access to the main Ragtag building (inc kitchen and Coffee shop discount) shared internet access.

### Not included within your rent:

Rubbish disposal, heating\*

\* electric heating devices may be used but should be plugged in via a socket meter (meter provided) this will ensure you only pay for the heating you use. We recommend infrared heaters as they will warm localized spaces rather than trying to heat the whole room. All electric devices must be PAT tested by Ragtag. During the winter months we recommend budgeting £3-£5 per day for heating. (Your heating meter will be recorded and reset monthly and you will be invoiced accordingly.)

### Noise and Environment:

As the studio is open plan we ask that you are courteous to other studio members when on the phone, listening to music, making noise etc.

As an open plan and unventilated space the use of aerosols, spray paints, dust generating tools are prohibited in the studio. Other spaces which are suitable for these activities are available to hire at a reduced rate to studio users. In all things please be mindful of others using the space.

### Hirable spaces Include:

Unit 13: Main entrance area

Unit 16: Wood Workshop

Unit 16: Community Classroom, and Café Space

(These spaces can be booked for workshops, exhibitions and other events. Please ask the Scrapstore Manager for more information, availability and fees.)

### Subletting:

Subletting of your studio space is not permitted.

If you wish to share your studio space with somebody else this must be agreed and done through the Scrapstore Manager

### Furniture:

The studios come with no furniture. Any furniture you bring must not be higher than the studio dividing walls, as this will block light for other artists.

### Access:

You can access the building 24/7, however sleeping in the building is prohibited. You will be given key code for Unit 16 and 13. It is essential that when you leave the building empty, it is closed and secure.

### Security:

As a multiple occupancy space security cannot be guaranteed. Any items left in your space are left at your own risk. Any valuable items should be taken home or stored in a secure cabinet.

### Safety and fire risk:

All studio users must read and follow risk assessments and fire safety procedures, located at the front desk. It is essential that you keep to the boundaries of your allocated space and that all through routes

remain clear.

### **Public Liability:**

As you are working in a public space all Studio users are required to have their own Public Liability Insurance for up to £5 million. You will also need to have your own risk assessments in place relevant to your practice.

### **Letting agreement:**

Rent is to be paid on the 1<sup>st</sup> of the month (by bacs, standing order or online payments). The studios are let on an initial 6 month contract, and then will be rolling month by month after this. We require a full month's notice if you wish to vacate your space. You will be billed for the remaining month of your initial 6 months if you choose to leave early.

When leaving your space, it must be completely clear and clean, with clean white walls by the last day of the month. If your space is not clear by the last day of the month you will be invoiced for another full month.

### **Deposit**

We ask for one month's rent as a deposit, which will be returned to you when you leave your studio of your payments are up to date and your space is left empty, clean and with clean white wall)

### **Eviction:**

We reserve the right to terminate your contract if for any reason it becomes necessary at the end of the initial 6 month period or at the end of each month after that.

If you are found to be in breach of this contract then we reserve the right to terminate your contract with immediate effect.

### **Rent:**

<b>Upper Right Hand Studio</b>	(19.8m <sup>2</sup> )	<b>£240</b>
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<b>Lower Right Hand Studio</b>	(14.8m <sup>2</sup> )	<b>£180</b>
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or Split into:

Lower Right Hand Near Studio	(5.6m <sup>2</sup> )	£90
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Lower Right Hand Far Studio	(7.2m <sup>2</sup> )	£110
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<b>Left Hand Studio</b>	(17m <sup>2</sup> )	<b>£210</b>
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or split into:

Upper Left Hand Studio	(8.7m <sup>2</sup> )	£130
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Lower Left Hand Studio	(4.9m <sup>2</sup> )	£90
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Note: Studio measurements are approximates. Split studio measurements include the shared access walkway which is split between both studios.

*Contracts are reviewed annually\*, and studio users will be given written notice prior to any amendments.*

*\*With the exception of studio rates revisions due to energy prices.*

**Name:**

**Address:**

**Email:**

**Art Form/ Practice:**

**Studio Size:**

**Rate:**

**Deposit:**

**Date of first payment:**

**Signed:**

**Date:**