

# Twin Hound Membership Application Form

Name \_\_\_\_\_ Pronouns \_\_\_\_\_

Date of Birth \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Website \_\_\_\_\_ Social Media \_\_\_\_\_

Membership / Residency Options (Please Select One)

*3 Month Commitment, \$100 Per month* \_\_\_\_\_

*1 Month Commitment, \$125 per month* \_\_\_\_\_

What areas of the print shop are you most interested in working in?

*Stone Lithography* \_\_\_\_\_ *Plate Lithography* \_\_\_\_\_ *Risograph* \_\_\_\_\_

*Relief* \_\_\_\_\_ *Intaglio* \_\_\_\_\_ *Monotype* \_\_\_\_\_ *Screen Print* \_\_\_\_\_

**Artist members** work on an **independent** basis and are granted full access to Twin Hound facilities. While members may not have extensive experience in all printmaking methods, they must have an understanding of how to use the studio equipment independently, safely and responsibly, with regard to other print shop members.

**Member hours are Tuesday - Sunday, 8am - 12am.**

Artist Members are accepted through an application process. Applicants must demonstrate a knowledge of printmaking and active studio practice. Once accepted, members will be asked to complete an Equipment and Safety Orientation Session.

## MEMBER BENEFITS

- Full access to Twin Hound Print Shop facilities
- Personal Flat File and locker for storage
- Have the option to sell work in our small retail area
- Receive a 50% discounts on workshops + classes

## MATERIALS

Members are expected to supply their own materials including Inks, Drawing Materials, Plates, Shop Towels, Tape, Paper, and general art supplies.

Twin Hound will supply general print shop materials such as Mineral Spirits, Cleaning Solvents, Etchants, Rollers, Brayers, Stones, Grit, Presses, Blankets, Newsprint, and Tympan.

Litho Stones may be checked out on a weekly basis with knowledge that they will periodically need to be reclaimed for workshops and classes.

The Risograph may only be used under the supervision of a shop manager. Members will be asked to record and pay for masters and ink on an honor system.

*1 Master - \$1.25*

*1 impression - \$0.10*

## CODE OF CONDUCT

- Members must know and follow health and safety guidelines
- Must be able to work independently
- Must show respect for the print facility and use all equipment responsibly
- Must show consideration and respect for other members, shop managers, and other building tenants

## SPACE USE

Members work independently while sharing the studio with fellow artists. To maintain a clean and collaborative space artists are asked to abide by the following guidelines to keep Twin Hound a clean and inviting space to work in.

-*"Leave No Trace."* Make sure to clean up after yourself as you work and especially before you leave for the day.

**-No loud music, especially during Hammer Press business hours. Be respectful of noise and music volume so as not to disturb Hammer Press folks below us or the tenants beside us.**

-Clean up ink slabs, put away ink and printing materials. Follow shop protocol on cleaning rollers and brayers.

-Do not leave stones, plates or blocks on the presses. Make sure they are stowed away after your working / printing session.

- Sweep up any paper scraps, wood chips or pencil shavings from the table and floor. Wipe work surface down to remove any debris, drawing material, Gum Arabic, or ink.
- Clean all surfaces after use
- While working, avoid “spreading out” try your best to contain your working materials to your work station.
- Do not leave prints on the drying rack for a long period of time. Once prints are dry, they should be stored in your flat file.
- Do not lift up drying rack to get to prints on bottom. This will cause the prints above to spill onto the ground. If for any reason this does happen, make sure to gently pick up any fallen prints and return them to the drying rack.
- Never dump solvents down any drain or sink.
- Shop Towels and Rags must be left in a fire proof rag bin, never the trash can or left out in the open.
- Use a conservative amount of solvents, ink and press supplies. This reduces cost and limits exposure to solvent fumes.
- Use a rag gently soaked in mineral spirits to clean ink knives. Make sure to clean each of the knife’s 5 sides.
- Always wear gloves while handling solvents.
- If you are the last one out of the studio at night, follow closing check list before leaving.
- Properly clean rollers and brayers
- Only use designated BLACK ink for leather rollers. NEVER CLEAN A LEATHER ROLLER WITH MINERAL SPIRITS.
- Leather rollers should be scraped, rolled up in Charbonnel Noir Monter and stored in Tin Foil between uses.

## **TERMINATION OF MEMBERSHIP**

We expect all artist members to agree to and adhere to the rules of the print shop. Twin Hound Print Shop will make every effort to address concerns and problems as they arise. Artist Members who consistently interfere with others’ ability to work will be asked to alter their behavior. Problematic, unsafe or disruptive behavior will result in termination of your membership and access to Twin Hound Print Shop facilities.

Twin Hound Print Shop may hold members financially responsible for significant damage to the studio space, lithography stones, artwork, press blankets, and equipment, including but not limited to Presses, Risograph machine, Risograph ink drums, and exposure unit.

Do not be afraid to ask for help! If you don’t know how to do something or feel that you are doing something wrong, ask for assistance from a Studio Manager!

Membership will be immediately revoked if:

- Members allow non-members access to facilities, tools, equipment or supplies
- Tools, equipment or supplies are removed from the print shop under any circumstances

If artist members choose not to re-new their membership, their flat file and locker must be emptied out before the end of their membership term. Any artwork or belongings left after the membership term has expired are subject to disposal.

## MEMBERSHIP DUES

Member Dues are to be paid on the first of each month via Check, Venmo or Big Cartel. Late payments will add a penalty of \$5 per day after the 5th of each month. Membership prices are subject to review every 3 months. All current membership plans will be honored.

*Venmo: @stagprint*

*Big Cartel: [www.bigcartel.com/stagprint](http://www.bigcartel.com/stagprint)*

*Checks made payable to Emmett Merrill*

## LIABILITY

The undersigned artist member in connection with Twin Hound Print Shop studio rental shall indemnify Twin Hound Print Shop, Emmett Merrill, and Samantha Mendoza against all claims arising from any accident, injury or damage whatsoever, however caused to any person or to any property occurring during the rental term, and against all expense, counsel fees, and liabilities incurred in connection with any such claim or any action or proceeding brought There on.

By signing below, the applicant acknowledges that he/she agrees to all the terms, conditions and basic agreements of becoming an artist member.

I, \_\_\_\_\_ agree to a monthly membership at a rate of

\$\_\_\_\_\_, beginning \_\_\_\_\_ and ending \_\_\_\_\_

Signature (co-op member)\_\_\_\_\_ Date\_\_\_\_\_

Signature (studio manager)\_\_\_\_\_ Date\_\_\_\_\_