

OT creative

SPACE

Artist Agreement

OT creative Space offers shared artist studio and community space in the heart of Old Trafford. It is a community interest company which is committed to bringing together both artists and the community and offering quality experiences and opportunities for both that reflect the diversity and environment of Old Trafford. OT creative SPACE expects any artist considering studio space to respect the community we are situated in and have a desire to work with that community in some way.

This is an agreement between OT Creative Space CIC - company number 11907352

and Artist

For a studio space at OT creative SPACE CIC, 27 Ayres Road, M16 9WA.

The artist agrees to pay £__ per month starting from __/__/__
It will be a rolling month contract that can be terminated by either party with 1 months written notice.

The contract can be terminated immediately if any of the agreements below are not adhered to.

Please note: OT creative SPACE offers shared studio space, you will have a designated space, storage facilities and space for lockable storage units. You will also have access to a central work space. Depending where your space is situated other events may take place in the same room from time to time. It is your responsibility to keep your area tidy and safe.

Studio Space is accessible from 9am - 10pm 7 days a week. Should you need access outside these hours it must be arranged in advance.

OT creative SPACE will provide :

1. Designated space
2. Buildings insurance and public liability insurance
3. Health and safety policy
4. Access to studio from 9am-10pm - shutter up and Key
5. Use of central shared Table
6. Internet access
7. Electricity
8. Opportunity to present work in THE WINDOW
9. Social media/ website articles
10. Opportunity to run workshops within the space
11. Opportunities to apply for funding through OT creative SPACE CIC.
12. *Not currently available- Future provisions: Water, kitchenette, disabled toilet, community/lounge area - available for meetings, family etc. Photocopier. Other potential printing opportunities)*

The Artist is expected to:

- A. Use space for yourself only or work related meetings etc . (not a social hangout- large groups of people need to be programmed in.)
- B. Respect other artists using the space- keep up a dialogue with any issues and be prepared to work with the other artists to sort out any issues eg music, noise, use of central workspace.
- C. Be willing to work according to the vision and values of OT creative SPACE.
- D. Adhere to the health and safety policy
- E. Offer at least one community workshop/mentoring programme/ supporting an event each quarter.
- F. Be welcoming to the community, answer questions from those who knock on the door - share the vision (you do not need to invite people in or answer the door if you do not feel safe for any reason - you can call 0161 227 9446 at any time if you are concerned.)
- G. No smoking of any kind.
- H. Keep designated space tidy and safe
- I. Ensure any waste or rubbish created is disposed of responsibly.
- J. Have personal artist insurance
- K. Do not give the studio key to anyone else.

Signed Studio Manager

Artist.....