



APPLICATION FOR STUDIO

Hi. My name is _____ and I'd like to use _____ for _____.

FULL NAME

ROOM #

e.g. PAINTING, TEXTILES, SCULPTURE, etc...

My address is _____, _____, _____.

NUMBER AND STREET NAME

SUBURB

POSTCODE

My contact details are _____ and _____.

MOBILE PHONE NUMBER

E-MAIL ADDRESS OR OTHER CONTACT

I'd like to lease the space for (approx / at least) _____ **OR** I'm unsure of how long I will need the space.

PLEASE CIRCLE

MONTHS

I agree to pay \$ _____ per month for use of the studio space, starting on _____.

RENT AMOUNT

DATE OF MOVE-IN

My Photo ID # is _____. How did I hear about Irene? _____.

DRIVER'S LICENSE/PASSPORT/ID #

FRIEND IS HERE/CREATIVE SPACES/GUMTREE/ETC...

As a studioholder at Irene, I understand and agree:

1. I will pay my rent at the start of each month for the month in **advance**, as invoiced.
2. I will pay a bond of one month's rent, as invoiced, if my application is successful, once a commence date is agreed.
3. I need to give Irene **one month's notice** when I wish to vacate my studio—which I can do at any time—by writing to irenearts@riseup.net. My bond will be returned after I have vacated and cleaned the room satisfactorily.
4. If my rent is more than one month behind, I will be required to move out, no questions asked. If I'm having trouble paying at any time, I will contact irenearts@riseup.net immediately.
5. There is a \$50 deposit for keys, which will be refunded when keys are returned. If I lose my keys, I forfeit this deposit, and will be required to pay \$50 again for replacement keys.
6. I will **not** share my keys with anyone or get copies of keys without permission from the Irene Group.
7. The use of the studio-space as outlined above is for **applicants only**. If I wish to share with others at *any time* or otherwise modify my application for the use of this space, I must contact irenearts@riseup.net and get *approval* first. This is for security reasons—no strangers! Likewise, if my contact details change, I will contact irenearts@riseup.net immediately.
8. The Irene *Code of Conduct* must be adhered to at all times. If I or my guests become unwelcome at Irene at any time, for any reason, at the sole discretion and decision of the Irene Group, I (or we) will be required to move out immediately, no refund, no appeals. This is a **zero tolerance** policy. See reverse side.
9. Irene is a working environment—it is a non-residential space, and I understand and agree that I cannot use any space at Irene for any kind of residential activity. **No sleeping here!** For breaching this rule, I will be required to move out.
10. I will be considerate of others when my work may be noisy, smelly, dusty, potentially toxic, etc. Good communication **before** working is the key! If anyone asks me to stop or change what I'm doing, I will be cool and cooperative, especially if needing to negotiate compromises or even cease work completely. I am aware that Irene has limitations and cannot accommodate all types of works all the time. If I am a disturbance to other users of Irene or otherwise negatively impact the space, I will be required to move out.
11. Operating times for noise/music/bands is **strictly** limited to **10am to 8pm, Monday to Sunday**. No exceptions. Irene can be fined for noise/music/bands outside those hours. This means this issue is **serious!** Failure to cooperate will mean I (or we) will be required to move out.
12. Irene is run by volunteers and I acknowledge that volunteers are not here to clean up after me or my work. I am solely responsible for **all** of the mess created by me, my work, or my guests while at Irene, and I will clean up any and all mess, like a responsible awesome person. If I'm a hindrance to Irene, I will be required to leave.
13. Volunteers love it immensely if I help the community in any way that I can, big or small. For example, emptying full bins; helping keep the toilets clean, kitchen tidy, washing up done, towels washed, etc. Consider yourself thanked!
14. I agree to abide by these terms and conditions at all times, and that Irene Group reserves the right to terminate this agreement at any time for any reason.

Signed _____

Date _____