



# 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](mailto: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](mailto: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](mailto:irenearts@riseup.net) and get approval *first*. This is for security reasons. Likewise, if my contact details change, I will contact [irenearts@riseup.net](mailto:irenearts@riseup.net).
8. I will abide by the *Code of Conduct* 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.
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 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. Please refer to the terms and conditions for music studios. 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 after myself like an awesomely responsible person. If I'm a hindrance to Irene, I will be required to leave.
13. I will 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 \_\_\_\_\_