

# Open Studio Guidelines

Open Studio grants you access to Carousel's Press a whole day, multiple scheduled days, or unlimited access during Open Studio hours with a membership. This studio access is designed for those who are comfortable performing each step in the screen printing process independently or willing to teach themselves without guided instruction.

## Pricing is as follows:

**1-Day Pass: \$75.00**

**2-Day Pass: \$120.00**

**1-Month Membership: \$250**

**3-Month Membership: \$650**

## Reservation Terms and Agreement

### Day Passes

You may book your day pass in person or online under the **"Appointments"** section of our rental portal. Please select the date in which you would like to start your reservation, each rental starts when we open at 11am, however you may come at any time to work during Open Studio hours.

2-day passes are booked as two consecutive days and may not be split up. If you book on a Saturday, your second day will roll over to Monday as we are closed on Sundays.

### Memberships

1-month or 3-month memberships may be purchased in person or online under the **"Memberships"** section of our rental portal. They start as soon as you begin working in the studio. Memberships are non-renewing so you have the flexibility to skip a period if you choose to do so.

Perks - 1 & 3 month members receive access to a personal storage locker while supplies last. You will also receive invitations to member exclusive events, workshops, and studio equipment orientations.

### Transfers and Refunds

Open Studio passes and memberships are non-transferable to another person unless it is being purchased as a gift.

Cancellation or booking reschedules must be made more than 24 hrs in advance. If you are canceling or rescheduling your reservation after 24 hours, you will receive a refund for half of the total payment. If you are feeling sick, please do not come in for your booking, reschedule, and get tested for COVID instead.

## Equipment and Materials

Your membership includes the use of:

1-color press & 4-color presses	Platens: 16"x16", 16x"20", 10"x10", sleeve
Paper printing table	Drying rack
Repeat printing table	Plastisol and water based ink
Conveyor Dryer	Squeegees
Flash Dryer	Heat guns
Darkroom & emulsion	Scoop coaters
Exposure unit (Max screen size 23" x 33")	Washout booth & chemicals
Lounge area and clean work table	Rulers, scissors, scotch tape
Personal storage lockers	Free wifi
Screen storage	Test prints
Pantone Formula Guides	Pallet Tape

Screens used during your reservation can be rented from the shop for \$15.00, brought from home, or purchased from Carousel's. If you are renting a screen, you are responsible for cleaning it properly and returning it back in the condition you received it in. A cleaning fee of \$15.00 will be applied if it is not properly cleaned.

New purchased screens are 20" x 24" aluminum Victory Factory frames. Prices are below:

110 mesh: \$28

155-200 mesh: \$30

230 mesh: \$32

304 mesh: \$40

Apparel, paper or other printing substrates must be brought with you to the studio. Some apparel such as Gilden white and black t-shirts and various totes can be purchased at the shop for \$4 and \$3 each. We also have some French brand cut paper available for purchase at \$1-\$2/sheet.

You are responsible for supplying any extra materials you may need while printing (spray glue, packing tape, gloves, sponges, mixing sticks, cups, utility knife etc). We do have a supply kit for sale for \$20 that includes all of this.

## Material Check-Out

Materials such as squeegees, scoop coaters, scissors, rulers, scotch tape, Pantone Books, heat guns & more may be checked out for use at the front desk.

The checked out materials are recorded in our system and must be returned in the same clean condition -- free of ink, emulsion, water, etc. -- by the end of the day. The Studio Coordinator has the right to refuse dirty tools and ask the member to finish cleaning said tools. If an item has not been returned within 48hrs, Carousel's reserves the right to charge the member for the missing tools.

## Acetate/Film Positive Printing

We can print acetates for a fee of ¢.50/linear inch for artwork 8.5"x11" and smaller and ¢.75/linear inch for artwork 12"x19" and up.

Please have your artwork sized, 100% black and ready to print. If you need guidelines, please visit the **Member's Page** on our website and look for the **Acetate Guidelines** instructional. If you need additional help making your artwork print ready, please see our **Color Separation Guide**. Otherwise, you can send your artwork to [studio@carouselspress.com](mailto:studio@carouselspress.com) to be made into a print ready design for a fee of \$10.00.

If you do not send the correct artwork and we print it, you will need to pay for the incorrect version.

**Acetate orders have a 24 hour turnaround time, so please send them in before you come to print. The studio coordinator cannot print your acetate on the spot.**

## Storage

We also offer screen storage at a rate of \$5/screen slot for the duration of your rental. 2 screens can fit into each slot and 3 slots max are available to rent. If you are renting a screen from the studio, the rented screen includes a storage slot in the members section of the darkroom.

Screens in the darkroom must be labeled with your name and date and are to be used during your reservation. Any screens left behind after the duration of your pass or membership will be reclaimed and become property of the shop.

Lockers can be rented for \$3/day for pass holders to store their personal tools and materials if vacant. Lockers are included in the 1 & 3 - month memberships while supplies last.

Members are not permitted to leave anything in the shop at the end of their stay unless it is in a designated storage space. Anything left in the lab will be thrown out upon closing.

## Code of Conduct

Please keep in mind that you are working independently in a professional production studio. The Studio Coordinator is here to answer basic questions as to where things are located and how to use some of the equipment.

They cannot however, freely assist you with your project or instruct you on screen printing fundamentals such as coating a screen or pulling a print. If you would like to hire a staff member to assist you on your project, they are available for \$25/hr.

Be aware that you are working in a shared studio space environment with other working artists. This means no playing music on a speaker and no indoor smoking.

Members are responsible for anything they may damage while working in the studio. All equipment must be cleaned after use, including your workspace! A cleaning fee of \$15 will be applied for anything left dirty (after one warning).

Credit cards kept on file will be used to charge for any damage or cleaning fee if applicable.

We reserve the right to cancel any membership without a refund at any time if we find you violating any of these terms.

Happy Printing 🌈 😊

Please sign the agreement below and return to [studio@carouselspress.com](mailto:studio@carouselspress.com) to gain access to the *Members Resource Library* and book your studio rental.

I \_\_\_\_\_, acknowledge that I have read and understand all the Open Studio guidelines stated above. I authorize Carousel's to charge the card provided for any services rendered or damages I may have incurred throughout the duration of my membership. I agree to pay for this in accordance with the issuing bank cardholder agreement.

I \_\_\_\_\_, acknowledge that any screens, supplies or substrates left in the lab 24 hrs past membership expiration will become property of Carousel's.

Email: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_