

# Rules For Use Of the Pullen Arts Center Pottery Studios

Welcome to the Pullen Arts Center Pottery Studio! The Pottery studio is here for your use and enjoyment. If you have any questions about the equipment or supplies available in the studios, please do not hesitate to ask.

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1. Pottery studios are available to students currently enrolled in pottery classes and to those who have satisfactorily completed a qualifying pottery class and have purchased a current Studio Participation Card.

## Yearly Studio Participation Cards

Raleigh Residents	
\$65.00	Annual Home Base Studio Card (CHOOSE Pullen or Sertoma)
\$95.00	Annual Universal Studio Card (BOTH Pullen and Sertoma)
Non-residents	
\$80.00	Annual Home Base Studio Card (CHOOSE Pullen or Sertoma)
\$110.00	Annual Universal Studio Card (BOTH Pullen and Sertoma)

Participation cards are available for sale to persons who have completed either a qualifying clay class at Pullen **OR** a qualifying clay class at Sertoma Arts Center and an Orientation at Pullen. Cardholders have use of studios whenever classes are not scheduled.

2. Children and visitors may not accompany students to class or during studio use.
  3. For the duration of your class, students are welcome to use the pottery facilities when it is not closed for classes. Please check the posted pottery studio calendar and bulletin board for Open Studio times and information.
  4. There are no makeup classes for absences; review is up to the instructor.
  5. Only clays purchased at the Pullen Arts Center may be used in the studios and fired in our kilns. **NO OUTSIDE FIRINGS!** Clay is sold in 25lb blocks.
  6. Each piece must have your name or initials clearly marked and need to be moved through the process in a timely manner (30 days). Pieces not claimed after 30 days may be removed to conserve shelf space.
  7. Each person is responsible for cleaning wheels, tools, wedging table, work areas and other equipment used. The goal is to reduce clay dust (unhealthy) and leave the space cleaner than you found it.
  8. If you are working in the studio while classes are in session please work quietly and avoid interrupting class.
  9. Designated class lockers may be used only during the length of your class. Clay and other items not removed at the end of your last class will be forfeited. (The Center has a limited number of lockers for rent. Check with the front desk. Clay and tools must be stored in lockers.).
  10. A parking permit is required to park at the center during week day hours. Permits may be obtained from the front desk.
  11. Please sign in (the sign-in book is located in the lobby) whenever you visit the center. Please allow time for clean-up!
  12. Care will be taken with all pottery handled by staff, however, the City of Raleigh, Parks and Recreation Department, and Pullen Park Arts Center staff are not responsible for any piece of work at any time.
  13. Evaluations are available and appreciated at the end of your class.
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## HOURS:

MONDAY – THURSDAY	9am-10pm
FRIDAY	9am-1pm
SATURDAY	10am-3pm
SUNDAY	1pm-5pm