

House rules SOGO studio

To safeguard the quality of the materials and keep the studio a pleasant place for everyone, the following agreements apply:

Use of the space and safety

Independence

The renter declares that they have sufficient experience to work completely independently. No lessons or advice are provided, except during the mandatory introduction. The studio is accessible only to the renter. No teaching may take place. The studio is rented only to adults.

Access

The studio is located in a private home. We ask that you respect the privacy of the residents and enter only the designated areas. The toilet on the ground floor may be used.

No smoking

Smoking is strictly prohibited throughout the entire building.

Maintenance and cleaning

At the end of each time slot, the studio must be left completely clean for the next user. An exception may be made only when several consecutive weekdays have been booked.

Pottery wheel and tools

All materials used, including bats, spatulas and trimming tools, must be thoroughly cleaned and returned to the correct place.

Floor, wedging table and shelves

The wedging table and shelves must be wiped with a damp cloth. The floor must be mopped twice. Cleaning materials are provided, including a mop, soap, squeegee, brush and dustpan. Rags and cloths must be brought by the renter.

Waste

There is a bin for normal waste, such as coffee capsules and plastic from clay packaging. Failed fired pots may not be left in the studio.

Clay

Standard white stoneware clay without grog (Witgert 11 or G&S 241) is included in the rental price, up to a maximum of 10 kg per half-day. Extra clay can be purchased. The use of other clay is allowed, but slip and wet reclaimed clay may not be left behind or reclaimed in the studio. It must therefore be taken home by the renter in a bucket.

All studio clay is reclaimed. The pug mill makes this task very easy. Use of the pug mill is mandatory; clay is not used straight from the package unless expressly approved by the owner.

Equipment and fittings (included in the rental)

- Shimpo RK-3E pottery wheel, height-adjustable
- comfortable adjustable chair
- Rohde pug mill exclusively for white stoneware clay without grog
- more than 150 large and small bats, mainly 20 cm and 30 cm, but also larger ones up to 50 cm
- two clay bins for slip and failed pieces
- two plaster slabs
- small hand extruder
- high-quality basic clay tools and tungsten carbide trimming tools
- glazing tools
- running cold and hot water
- central heating
- coffee machine (Nespresso)
- large window with daylight
- toilet in the hallway
- Rohde TE-S 200 litre ceramic kiln with three thermocouples, giving a minimal temperature gradient. Usable internal dimensions: 60 cm diameter x 65 cm height (optional, not included as standard in the rental price)
- advanced controller with all programming options, including during the cooling phase (optional, not included as standard in the rental price)

- Crystar2000 silicon carbide kiln shelves (optional, not included as standard in the rental price)

Pug mill

It may be used only for the available **white stoneware clay without grog (Witgert 11 or G&S 241)**. The use of your own grogged clay, coloured clay or porcelain in this machine is strictly prohibited.

Ceramic kiln

Use of the Rohde kiln is not included in the rental price and requires knowledge and care. Ceramicists with too little experience may be denied access to the kiln.

The renter is responsible for preventing kiln damage caused by steam explosions during bisque firing. The pieces must be dry and a preheat (at least 2 hours) must be carried out if there is the slightest doubt.

The renter is responsible for correctly applying and optimizing glaze. The correct clay must be fired at the correct temperature. When using your own clay, the label must be checked carefully so that the correct firing temperature is used. Glaze that runs off the pieces and damages the kiln shelves or elements will be charged:

- Damage to a kiln shelf caused by clay/glaze: €45 per shelf for cleaning/damage. In the event of irreparable damage, the new value of the shelf (€300) will be charged.
- Damage to elements and kiln bricks caused by clay/glaze: repair costs by an authorized technician (parts + labour) will be charged in full.

Tools

Please handle the tungsten carbide tools with care; they are very efficient but break if dropped. In case of breakage due to carelessness, the replacement value will be charged.

Inventory

An inventory of all available materials and tools is present in the studio. The renter is expected to check at the start of the session whether the set is complete.

- Duty to report: missing or defective tools must be reported immediately, before starting work, via WhatsApp or email.
- Loss: if the check after the session shows that a tool is missing and was not reported beforehand, the replacement value will be charged.

- Wear and tear: normal wear of materials is included in the rental price; breakage due to carelessness, especially with the tungsten carbide tools, is at the renter's own risk.

Damage, loss and liability

Damage to equipment

Any defects or damage must be reported immediately. Damage caused by improper use or negligence is at the renter's expense.

Own work

The owner is not liable for breakage or faults during the drying process or in the kiln, for example due to moisture in the clay or glaze defects. Own work must always be taken home, unless the studio is rented for several consecutive days.

Theft

The owner is not responsible for loss or theft of personal belongings.

Cancellations and bookings

Cancellations can be made up to **48 hours** before the start of the time slot with a full refund or rescheduling. For cancellations within 48 hours, 50% of the rental amount will be charged.

Price and payment

All prices mentioned include VAT. Payment (by invoice) must be made before the start of the rental period. If a multi-session card is purchased, the remaining number of sessions will be tracked digitally, with updates by email.

Studio

The price varies depending on the rental period. There is a mandatory introduction for a first booking. This allows the renter to get to know the space and equipment, and the house rules can be reviewed and signed. The one-time introduction fee is 15 euros.

A half-day can be booked in the morning (8:30 to 12:00) or in the afternoon (13:30 to 17:00).

- 1 half-day (morning or afternoon): 35 euros
- 2 half-days: 60 euros

- 4 half-days: 110 euros
- 8 half-days: 195 euros
- 20 half-days: 400 euros

For longer, consecutive rental periods, please contact me for a tailored proposal.

Rohde ceramic kiln (200 litres)

The firing prices include electricity, peak consumption, normal maintenance and wear.

- Bisque firing - self-loading and unloading: 73 euros
- Bisque firing - loading and unloading by the owner: 138 euros
- Glaze firing (stoneware) - self-loading and unloading: 85 euros
- Glaze firing (stoneware) - loading and unloading by the owner: 150 euros

Self-loading and unloading of the kiln can be done free of charge at an agreed time. The kiln must be unloaded within three days after the firing unless otherwise agreed with the owner. Fired work must always be taken home.

Contact

In case of problems, the owner can be contacted by phone at 0476/683922.

These house rules are signed by both parties at the start of the rental period, during the mandatory introduction.

I declare that I have read the house rules and agree to them.

The renter:

The owner: