

CLAYA

Membership & Studio Agreement

Welcome to the studio.

3440 Walnut Street · RiNo Arts District · Denver, Colorado

clayastudios.com · info@clayastudios.com

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01 · About this Agreement

Please read and sign before enjoying the studio. These few rules keep Claya safe, clean, and welcoming for everyone — questions are always welcome, just ask.

This Membership & Studio Agreement is between Claya LLC (d/b/a Claya), located at 3440 Walnut Street, Denver, CO 80205, and the member who signs below.

02 · Membership & Fees

- **Founding rate:** \$140/month, available to the first 50 members and locked for your first 12 months. This is a price guarantee, not a commitment — you may still cancel after the 2-month minimum. After 12 months, your rate rolls to the standard \$175/month.
- **Standard rate:** \$175/month.
- Membership is billed monthly to the payment method on file. By enrolling, you authorize Claya to charge this payment method on a recurring monthly basis until you cancel under the Cancellation section.

03 · Membership Term & Commitment

- Membership requires a minimum 2-month commitment.
- After the initial 2-month period, membership continues month-to-month until cancelled.
- There are no pauses to membership. If you'd like to take a break, you can cancel and rejoin later at the standard rate.
- Billing occurs on the same day of the month as your initial purchase. (Example: a

June 15 start renews July 15.)

04 • Cancellation

- You may cancel at any time before your membership is set to renew. Membership cannot be cancelled during the first 2 months — during that period you remain responsible for both months' dues, and cancellation takes effect at the end of the 2-month minimum.
- To cancel, clear your shelf and email info@clayastudios.com from the email and name tied to your membership, confirming that all personal items are off the shelf and the shelf is clear. Any work still in the firing queue at cancellation will be returned to you for pickup.
- Cancellation takes effect at the end of your current billing cycle. Partial months are not prorated or refunded, and membership auto-renews on your billing date until you cancel.

05 • Age Requirement

- Membership at Claya is for individuals 18 years of age or older.

06 • Onboarding & Access

Membership starts with an in-person Studio Orientation, where we'll walk you through the space, the equipment, and how everything works.

Membership is offered at the end of Orientation. Claya may decline to offer membership if a person cannot yet demonstrate the safe, independent use of studio equipment. Claya will offer reasonable accommodations and additional orientation where appropriate.

If membership is offered and you accept:

- Pay the monthly fee and accept this Agreement at checkout.
- Entry credentials are issued at that point, and 24/7 studio access begins then.
- Sign this Agreement before you leave the studio.
- Receive your shelf assignment.

A few things to know about access:

- Claya may suspend or revoke entry credentials if you have not signed this Agreement, or cannot yet demonstrate the safe, independent use of studio equipment. Claya will offer reasonable accommodations and additional orientation where appropriate.
- The studio may close for holidays, maintenance, private events, or emergencies. No pro-rated refund is owed for closures.

07 · Member Benefits

Guests

Members may bring guests to the studio through a Day Guest Pass, or once a month at First Friday Member Night:

Day Guest Pass — \$40

- Members may purchase a Day Guest Pass for \$40 to bring one guest into the studio for the day.
- Limit: 4 Guest Passes per member per calendar year, one guest at a time.
- Request at least 3 days in advance. We'll review the request and send a checkout link during business hours.
- The member must be present the entire day — your guest may only be in the studio when you are there.
- Guest passes are not available on weekends.
- Your guest uses your clay and shelf, not class shelves, other member shelves, or student materials.
- The pass covers one day only and is valid from 9am to 9pm on the day it is purchased for. Firing fees are not included — the member pays for any firing fees on work the guest makes.
- You are responsible for the guest at all times and must accompany them. Please brief your guest on studio etiquette — especially not to touch anyone else's work.
- Each guest must sign Claya's separate guest waiver before participating.
- First Friday Member Night
- Once a month, on First Friday, each member may bring one friend into the studio at no charge.
- The member must be present the entire time. The guest may only be in the studio when the member is there.
- Clay and firing for the guest are billed to the member's account. The guest stores work on the member's shelf, not on class shelves or other member shelves.
- The guest does not get their own shelf, keycode, or membership.
- Each guest must be 18 or older and must sign Claya's guest waiver before participating.
- This does not count against the 4 Day Guest Passes per year.

Member Workshop Discount

- Members receive 15% off workshops, which occur quarterly (4 times per year, or

more).

- Special events are excluded from this discount.

08 · Studio Etiquette

1 · Shared Space & Conduct

- Treat staff and fellow members with respect and dignity.
- Keep noise, conversation, and music at a reasonable level.
- Please take phone calls outside — it's a shared space.
- Be respectful of reserved wheel space and other members' time. If you're on a wheel that someone else has reserved, the reservation takes priority. Check the TV at the entrance for current member reservations.

2 · Clean As You Go / Leave No Trace

- Clean your wheel, splash pan, bats, workspace, sink, and any shared tools as you go and immediately after use.
- Mop the area around your wheel.
- Clean the splash pan completely.
- Clean bats completely.
- Wet sponge or wet mop any area where clay dripped on the floor.
- Return the wheel pedal to sit on top of the wheel so staff can mop the floor.
- Pick up any trimmings.
- Return community tools to their proper place. They're shared, and a small studio can't replace what goes missing.
- No dry or wet sanding of any work.
- No spray applications of any glaze inside or outside the building.
- No lustre applications or firings, except at specially approved events.

3 · Access & Security

- Access credentials are personal and non-transferable.
- Members will not let anyone else into the studio, including friends, family, other people's guests, or other Members. Every Member must scan in with their PDK access credentials via their phone app.
- Members must enter and exit only through the main door next to the garage on Walnut Street. All other doors are fire exits and may not be used for routine entry or exit.
- Members have no garage access and may not operate any garage door or its controls.

- When you're the last one out, please make sure the main door is fully closed and the space is secured.
- 24/7 access is a privilege; misuse is grounds for losing it.
- You understand that as a 24/7 member you may use the studio when no staff are present, and you accept the heightened personal responsibility that comes with unsupervised use. You agree not to use the studio while impaired, to follow all posted safety procedures, to shut down and secure any equipment you use.

4 · Guest Policy

- Your access credentials admit you only. Members may not bring guests except through a Day Guest Pass or First Friday Member Night (see above).
- When you bring an authorized guest in, you are responsible for them and must accompany them at all times. Day Guest Passes are only valid if pre-purchased. First Friday Member Night does not require a purchased pass.
- Bringing an unauthorized guest into the studio — anyone not admitted through a pre-purchased Day Guest Pass or First Friday Member Night — is a serious violation. Each unauthorized guest is subject to a \$200 fee and may result in suspension of access.

5 · Children & Pets

- Children under 18 and pets are not permitted in any area of the studio.

6 · Substances & Safety

Claya is a hands-on studio with kilns, sharp tools, heavy materials, and wet floors, so we ask everyone to be clear-headed and present while they work. Alcohol isn't permitted during member access, classes, or open studio.

For everyone's safety, please don't use the studio or its equipment while impaired by alcohol, drugs, cannabis, or any other substance.

We're not trying to be heavy-handed — these rules keep the studio safe and welcoming for everyone.

7 · Smoking and Vaping

Smoking and vaping are prohibited in the studio.

8 · Wheels & Equipment

- Use equipment as instructed and report any malfunction to staff immediately.
- Don't attempt repairs yourself.
- You're welcome to bring your own ribs, sponges, calipers, and trim tools. Bats are provided by the studio.
- Wheel reservations: reserve up to 2 hours of studio time on designated member wheels through the Claya web app. If you're not using the wheel at your reserved time, it becomes available to other members. Claya may adjust this policy if reservations are made but not used.

9 · Kiln Area & Safety

- The kiln area is off-limits to members at all times — whether kilns are running, cooling, or idle. Only kiln staff enter the kiln area.
- Members never load, unload, move, or reprogram kilns. All firing is handled by kiln staff.
- Follow all posted safety procedures around equipment, glazes, and ventilation.
- Know where exits and safety equipment are located.
- If kilns are beeping when you're in the studio, or you have any safety concerns, find a staff member and/or text and call 720-288-4036.

10 · Heating Tools (Heat Guns, Torches, etc.)

- Members may use a heat gun, blow torch, or similar heating tool only if they have been trained in its proper use. Members assume the inherent risks of using one.
- Follow all posted safety procedures and keep these tools clear of flammable materials.
- Report any malfunction to staff immediately and never leave a heating tool unattended while in use.
- Heat guns are never to be used near flammable materials, including paper or towels.

11 · Clay & Materials

- Members can purchase Rocky Mountain Clay BMX from Claya for \$21 (25 lb bag). Other clay bodies are for sale through Claya or through special order.
- Outside clay may only be used with prior approval from Claya. Email info@clayastudios.com for approval of outside bodies.
- Claya fires to Cone 06 (bisque) and Cone 6 (glaze) oxidation only.
- No low-fire or Cone 10 clay.
- No paper or other non-clay bodies can be fired as part of ceramic work. If you have a special request, talk to a staff member.
- Ask permission before using high-fire wire.
- Label your clay and work, and store them only on your assigned shelf.

Maker's Mark Agreement

- Label your work with your Member Number or Maker's Mark.
- Your Member Number must always be displayed on your shelf.
- If you use a Maker's Mark, display it clearly next to your Member Number label on your shelf.
- Don't change your Maker's Mark repeatedly — it confuses the kiln techs and the firing flow.

12 · Greenware & Bisque Firing

- Work should not be placed on the bisque shelf unless it is bone dry.
- If your piece is not bone dry (or about to be bone dry in 24 hours), it will be returned to you unfired.
- Any wet work placed on the bisque shelf will be returned to your member shelf.

13 · Glaze Firing & Shelf Protection

- Wipe the bottom of glazed pieces at least ¼ inch from the bottom with a wet sponge before submitting for firing, so no glaze or underglaze contacts the kiln shelves.
- Always pay for and log your glaze firing using the Claya firing station.
- Members receive 250 cubic inches of free glaze firing each month. Unused cubic inches do not roll over.

- Glaze firing is billed at \$0.05 per cubic inch.
- Bisque firing is included at no charge.
- If a member overglazes a piece, or causes a kiln explosion, the member is responsible for paying for a new kiln shelf.

14 · Piece Handling

- Don't touch, move, or retrieve another member's work without their permission.
- Place finished work in the designated drop-off/firing area and follow the piece-tracking process.

15 · Member Shelf / Storage

- Each member is assigned one shelf, guaranteed at least 48" × 18" × 12" (may be slightly larger).
- Shelves are assigned by staff, cannot be reassigned or swapped, and may not be moved without permission from staff.
- Store work and materials only on your assigned shelf.
- Food and perishable items cannot be stored on the shelves.
- Cubbies near the entrance are for daily, temporary storage of personal items/belongings, not long-term work or supplies.
- Lockers are available for monthly rental; inquire online or with staff.

16 · Unclaimed Work

- Members are responsible for picking up finished work promptly.
- Bisqueware will be labeled with a date in light pencil by kiln techs. It is erasable and will burn off in glaze firing.
- Member work will remain on the pickup shelf (bisque or glaze) for 21 days.
- After 21 days, unclaimed work moves to a Last Chance Shelf for 7 days. If still unclaimed, the piece(s) will be donated.
- Claya is not responsible for work disposed of or donated under this policy.

17 · Personal Belongings

- Members are responsible for their own personal property.

- Claya is not responsible for any lost, stolen, or damaged personal belongings, including items left in storage areas or assigned spaces.
- Firing involves inherent risk. Pieces may crack, warp, discolor, or break during drying, bisque, or glaze firing, and kiln results can vary. Claya is not responsible for damage to or loss of member work during firing, drying, storage, or handling.

18 · Damage to Studio Property

- Members are responsible for the cost of repair or replacement of Claya equipment or property damaged through their negligence or misuse.
- Normal wear and tear is expected and is not the member's responsibility.
- Report any damage or malfunction to staff immediately (see Rule 8).

09 · Account & Administration

Payment & Billing

- If a payment fails, your studio access may be suspended until the balance is resolved.
- Repeated or prolonged non-payment is grounds for termination.

Suspension & Termination by Studio

- Claya may suspend or terminate a membership only for one or more of the following neutral, conduct- or business-based reasons, applied consistently to all members:
- Nonpayment, chargeback, or failure to maintain a valid payment method.
- Material or repeated violation of this Agreement, the studio rules, or the safety, kiln, or substance policies.
- Harassment, threats, violence, or abusive conduct toward staff, members, or guests.
- Conduct creating a documented safety risk or materially interfering with others' use of the studio.
- Theft, intentional damage, or unauthorized access or credential sharing.
- Providing false information material to membership.
- Serious safety violations may result in immediate termination without refund.

- Upon termination, your studio access ends. Unclaimed work is handled under the Unclaimed Work policy above.

Equal Access & Non-Discrimination

Claya welcomes members of the public and provides equal access regardless of race, color, national origin or ancestry, religion or creed, sex, pregnancy, sexual orientation, gender identity or expression, marital status, age, disability, military or veteran status, or any other characteristic protected by federal, Colorado, or local law. Membership decisions, access, instruction, and services are never conditioned on any such characteristic.

Communications Consent

- Members consent to receive studio-related communications from Claya by email and/or SMS, including class reminders, account and billing notices, firing notifications, and operational updates.
- You may opt out of marketing messages at any time; account and safety communications may still be sent.
- Members that repost photos on Instagram or Social Media and tag @clayastudios give Claya consent in perpetuity to repost those photos and give Claya the right to use the photos in future promotions.

Changes to Rules, Hours & Fees

- Claya may update its studio rules, operating hours, and fees with reasonable advance notice.
- Locked founding-member rates are honored for their committed term and are not affected by standard fee changes.
- Continued use of the studio after notice of a change constitutes acceptance of the change.

Medical & Insurance

You're responsible for your own health insurance and for any medical costs from an injury at the studio. Claya doesn't provide medical or accident insurance. By signing, you confirm you're physically able to take part in pottery activities, which involve physical effort, repetitive motion, and use of equipment.

Severability

If any part of this Agreement is found unenforceable, the rest stays in full force.

Governing Law

This Agreement is governed by Colorado law, and any dispute will be handled in Denver, Colorado.

Entire Agreement

This Agreement is the entire agreement between you and Claya regarding studio membership, and replaces any earlier verbal or written understandings.

10 · Assumption of Risk, Release of Liability & Indemnification

Please read this section carefully. It affects your legal rights, including your right to sue for ordinary negligence.

1. Assumption of Risk. By signing, the member acknowledges that participation in pottery and ceramics activities at Claya involves inherent risks, including but not limited to: use of pottery wheels and other powered equipment; cuts, abrasions, and repetitive-motion injuries; exposure to clay dust, glazes, and chemicals; burns and injuries associated with kilns, heat guns, torches, and other heating tools; slips on wet surfaces; and lifting or moving heavy materials. The member knowingly and voluntarily assumes all such risks, whether known or unknown, including risks arising from the ordinary negligence of Claya LLC (dba Claya).

2. Release and Waiver. To the fullest extent permitted by Colorado law, the member releases, waives, and discharges Claya LLC (dba Claya), its owners, officers, employees, instructors, and agents (the "Released Parties") from any and all liability, claims, or causes of action for any injury, death, loss, or property damage arising out of or related to the member's use of the studio, its equipment, and its facilities, including claims based on the ordinary negligence of the Released Parties.

3. Limits of This Release. This release does not apply to conduct that is willful and wanton, grossly negligent, or that is otherwise non-waivable under Colorado law. Nothing in this Agreement waives any liability that cannot lawfully be waived.

4. Indemnification. The member agrees to indemnify and hold harmless the Released Parties from any claims brought by the member or on the member's behalf, or by any guest or third party for whom the member is responsible, arising from the member's use of the studio, except to the extent caused by the Released Parties' willful and wanton conduct.

5. Acknowledgment. By signing, the member confirms they have read this Assumption of Risk and Release of Liability, understand they are giving up substantial legal rights (including the right to sue for ordinary negligence), and are signing freely, voluntarily, and at least 18 years of age.

Acknowledgment of Waiver — Member Initials Required

By initialing below, I confirm I have read and understood Section 10 (Assumption of Risk, Release of Liability, and Indemnification) and agree to its terms. I understand I am giving up substantial legal rights, including the right to sue for ordinary negligence.

Member Initials	Date
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11 · Photography & Media Release

Members grant Claya permission to photograph or record their work and likeness for use in marketing, social media, and promotional materials. You may withdraw consent at any time in writing by emailing info@clayastudios.com.

12 · Signature

By signing, the member confirms they have read, understood, and agree to this Membership & Studio Agreement in full.

Member Signature
Printed Name
Date

For Claya: _____ Date: _____

Claya LLC (dba Claya) · 3440 Walnut Street, Denver, Colorado · clayastudios.com