

SEFAA
678-235-4328
3420 W. Hospital Ave, Suite 103
Chamblee, GA 30341



info@fiberartsalliance.org
www.fiberartsalliance.org



Wet Studio Rental Policies

Rates:

Special Introductory Wet Studio Rental Rates		
Category	Full Day 9 am – 5 pm	Half Day 9 am – 1 pm OR 1 pm – 5 pm OR 10 am- 2 pm
SEFAA member	\$45	\$25
Each additional participant (up to 14)	\$10	\$5
Non-member	\$95	\$55
Each additional participant (up to 14)	\$20	\$10

- Individuals must be Individual SEFAA members and organizations must be Organizational SEFAA members to rent at the SEFAA member rate.

Reservations/Payment:

- **Check the SEFAA Calendar (<http://fiberartsalliance.org/home/calendar>) to make sure the dates you want are available before you request rental dates!**
- Reservations must be made online at <https://form.jotform.com/73555714309157>.
- Reservations will be processed in the order in which payment is received.
- All reservations are tentative until your payment has been received and you have scheduled (or already completed) an Orientation-Safety Training Session.
- Payment can be made online when you make your reservation or by check after you submit your reservation.

Changes:

- Please email WetStudio@fiberartsalliance.org or call 678-235-4328 with any reservation changes as soon as possible.
- Your changes will be accommodated if possible.

Cancellations:

- If you cancel more than seven (7) days before your scheduled rental, you will receive a refund equal to your payment minus a \$25 processing fee.
- If you cancel seven (7) or fewer days before your scheduled rental, you will not receive a refund. However, your payment will be transferred to another date if you reschedule at the time of cancellation.

Questions?

- Contact the Wet Studio Coordinator at WetStudio@fiberartsalliance.org or call SEFAA at 678-235-4328.

SEFAA
678-235-4328
3420 W. Hospital Ave, Suite 103
Chamblee, GA 30341



info@fiberartsalliance.org
www.fiberartsalliance.org



Wet Studio Rental Policies

SEFAA provides the following:

- **Wet Studio Equipment**, including: raised work tables, washer, dryer, sink, 4 hot plates, irons, ironing boards, 2 electric kettles, stockpots, stirrers, scales, digital timers, mortar & pestle, measuring cups and spoons, beakers, colanders, plastic bottles, buckets, spray bottles, thermometer, aprons, hair dryers.
- **Safety Equipment**, including: Eyewash station, fire extinguisher, disposable dust masks and gloves, oven mitts, respirator, first aid kit.
- **Dyes**: Dyes are available for a limited time thanks to a generous donation. When they are gone you will need to supply your own. Currently, our stock includes Procion MX fiber-reactive dyes, Washfast acid dyes, natural dyes, and Rit liquid dyes.
- **Dye Chemicals**: Soda ash, methyl cellulose gum, ammonium sulfate, Glauber salt, citric acid crystals, alum, cream of tartar, tannic acid, copperas, urea, Spectralite, Synthrapol, laundry detergent.
- **Cleaning Supplies**: Soap, towels, sponges.

You provide:

- Fabric, yarn, other materials to be processed in the wet studio.
- Apron or smock.
- Closed-toed shoes.

Your responsibilities:

- **You must complete a 1-hr Orientation-Safety Training session prior to renting the Wet Studio for the first time. Note:** You may be required to attend subsequent training sessions before future rentals if/when the material covered in the training session is substantially updated.
- Check the SEFAA Calendar (<http://fiberartsalliance.org/home/calendar>) for scheduled Orientation-Safety Training sessions or email WetStudio@fiberartsalliance.org to set up a session.
- **You are responsible for your own safety and for implementing safety procedures for all extra participants present during your rental.**
- Leave the Wet Studio as you found it – all equipment clean and put away, sink clean, washer and dryer empty, tables wiped down, floor swept, and trash bins emptied.
- Leave the Wet Studio promptly within 15 minutes of the end of your rental period.
- Leave the SEFAA Center locked upon your departure.

Accessing the SEFAA Center:

- After your reservation is confirmed and you have completed a Wet Studio Orientation-Safety Training session, you will receive an email with information about finding and accessing the SEFAA Center. The email will also include the Coordinator's contact information in case you have any problems.

Parking at the SEFAA Center:

- One Handicap Parking space with a ramp is available to the right of the SEFAA Center entrance.



Wet Studio Rental Policies

- We encourage you to car pool and to use public transportation since parking isn't plentiful.
- If you need more spaces than are provided at our building, you can park at the other buildings. However, please do not park in any spaces that have a loading ramp!
- You may want to post signs at the West Hospital Ave entrance and throughout the property to direct your attendees. Signs are located behind the curtain near the center of the curtain wall. Please return them to the Center before you leave.

Amenities at the SEFAA Center:

- SEFAA provides **tables and chairs**. Please use them as needed, but clean them and leave the space as you found it when you leave.
- **Light switches** are located throughout the facility. Please walk through, starting with the restrooms, turning off the lights when you leave.
- **Heating and air conditioning:** Thermostats in each room have been programmed for normal usage hours. If you need to adjust the temperature, use the up/down arrows to select a comfortable temperature then press the HOLD button. Please help us minimize costs by clearing the HOLD when you leave to return the thermostat to the programmed settings.
- **WiFi** is available. Your confirmation email will include the guest access code.
- **Electricity:**
 - Wall and drop-down ceiling outlets are available throughout the facility.
 - Extension cords and power strips are stored in the corner shelf in the main room.
- **Restrooms** are located at the far right of the building, in the Gathering Area. Please make sure the restrooms are clean when you leave.
- **Food and drink:**
 - The Hospitality area containing a refrigerator, coffee pot and teakettle is available for your use in the Gathering room. Please be respectful of others using this area and leave the space as you found it.
 - **Please keep ALL food and drink in the Gathering area room out of the Wet Studio and main room.**
 - **Please do not bring ANY dye utensils, tools or materials into the Gathering room.**
 - **All wet-studio-related items must be washed in the sink in the Wet Studio.**
 - There are many nearby restaurants!
- **Trash and Recycling:**
 - Please do not leave food in the trashcans or more than half-full trashcans.
 - Please remove bagged trash and place it in the dumpster by the 3410 building (to your left before you exit the complex on your way out).
 - Replacement trash bags are in the Gathering room closet.
 - Please place paper, aluminum, glass, and plastics labeled 1-7 in the appropriate bins in the main room. Please ensure recycled items are rinsed clean.