



Grand Inspired

Woodworkers Makerspace Member Agreement

Welcome to the Grand Inspired Makerspace Community! We operate on the understanding that this is a shared work space with varying experience levels and member backgrounds. We believe that this is the best kind of environment because it provides opportunities to meet new people and learn from one another based on the one very important thing we have in common: we enjoy being creative with wood!

All of our members deserve the most safe, efficient and pleasant working space we can provide. In a shared work space, this means that everyone follows the same rules and agreements. Members agree to follow these agreements at all times. Anyone not following Makerspace rules and agreements will be given a reminder, but repeated problems will result in loss of Membership at the discretion of management.

If any changes to the written rules or agreements are pending, existing Members will be notified via email one week before implementation.

Please talk with a Grand Inspired employee if any of these rules or agreements are unclear or if you have any questions. Initial each section and sign & date the document at the end.

Member Name _____

Address _____

Email _____

Phone _____

Birthdate (Month & Day) _____

Complete this section if Member is under 18 years of age. Must be at least 16 years of age:

Birthdate (with year) _____

Guardian Name _____

Guardian Address _____

Guardian Email _____ Guardian Phone _____

1. **General**

Members must be at least 16 years of age. Members under 18 years of age must have parent/guardian consent.

All people using the Makerspace must have their own membership. Members may occasionally bring a helper along to handle large stock or to assist; however, this person is not allowed to use any power equipment.

Members are expected to treat others with respect. If disagreements arise that can't be resolved casually, please talk to one of our team to help.

Membership dues are automatically charged to the Member's payment method on file at the beginning of each new billing cycle (monthly or yearly depending on the type of membership).

1.2 Family Membership Use

Family Memberships apply to two people who live together or are related. Each family member must complete a safety orientation and receive their own access credential. A family membership may be transferred to a different family member with management OK.

1.3 Pausing & Cancelling Memberships

Month-to-month memberships may be paused on a monthly basis for up to 4 months' time. Longer than 4 months is considered a cancellation. Long-term memberships, i.e., those that are price discounted, may not be paused.

If a membership is cancelled, subsequent memberships will be set at the rate in effect at the time of the new membership.

A membership pause or cancellation must be requested in writing at least 3 days prior to the renewal date. Pauses & cancellations begin on the next scheduled renewal date. Refunds are not provided for requests made after the renewal date.

2. **Code of Conduct**

Praise publicly, handle disagreements & challenges privately

Grand Inspired Makerspace is a welcoming space for all our members and guests regardless of experience level or background. Treat each other with respect and kindness. Be supportive of one another.

- No harassment, comments or actions that create a hostile environment for other members or employees. This includes deliberately offensive verbal comments or actions towards another. Comments/actions are considered to create a hostile environment if the average person would think them to be or another Member has asked that the comment stop being used.
- People asked to stop any offensive behavior are expected to stop.
- Any conduct determined to be offensive will be addressed per the Dispute Policy below.

Harassment should be reported to our team or send an email to Joanne@GrandInspired.com

3. Safety

Think First & Be Mindful. . . "Could how I'm doing this injure me or another Member?"

Members acknowledge that security cameras are in use throughout the premises for safety and property protection.

- All Members and guests are required to wear safety glasses in the shop.
- Jewelry should not be worn when working on equipment.
- Members should not wear loose fitting clothing when working on equipment. Short sleeves or tight-fitting long sleeves are allowed.
- Long hair needs to be tied back.
- All Members must pass a general shop & safety orientation before having access to any tools. Key fobs will not be issued until this is complete.
- Reclaimed wood should not go through any power equipment until multiple steps have been taken to ensure there is no metal embedded in it.
- No aerosol or spray finishes are allowed in the shop. Makers must take used application rags home with them when they leave. Do not discard them in the building.
- Members or guests will be given a single reminder to follow posted safety procedures before being asked to stop working.
- We ask that Members report to staff if they see someone using equipment in an unsafe manner. We prefer to know and deal with these situations - you are not "tattling", you are keeping our Grand Inspired community safe.
- There is absolutely no horseplay allowed near power equipment.
- There is no smoking on or outside of the Grand Inspired premises.
- Makers must have zero alcohol blood levels and not be under the influence of any mind-altering substance when operating equipment.
- Please let us know about unsafe practices you observe at joanne@grandinspired.com

GRAND INSPIRED CANNOT BE HELD LIABLE FOR INJURIES. IF YOU ARE NOT SURE IF SOMETHING IS SAFE, ASK FIRST.

3.2 Accidents

All accidents that result in any injury to a person must be reported to Grand Inspired staff immediately. Inform on-site staff or text 608-345-9762

3.3 Equipment Damage

Any damage to equipment, even if minor, must be reported to Grand Inspired staff immediately. If equipment is damaged and requires repair because a Member did not follow safety & equipment rules, incorrectly used the equipment, used it for a purpose for which it is not intended, or attempted a procedure or adjustment on a machine for which they are not authorized, the Member will be responsible for the cost of the repair. This includes blade & cartridge replacement for the SawStop if it is triggered. If the equipment can be repaired by Grand Inspired staff, the Member will be charged at the rate of \$40 per hour with a minimum 1 hour charge, plus the cost of parts. If equipment requires repair that must be completed by outside personnel, the Member will be charged the actual cost of the repair.

If damage to equipment is not reported and we must review camera footage to determine what happened, the member will be charged for the time required to do so.

IF YOU ARE NOT SURE HOW TO USE OR ADJUST EQUIPMENT, ASK BEFORE DOING SO.

_____4. Property & Storage

4.1 Member Storage

Each Member is entitled to one box in Member storage, which is a defined, limited space for keeping his or her private property. Boxes will be labeled with Member's name.

4.2 Bringing Property to Grand Inspired

- Members may bring in personal hand tools for their own use.
- Do not leave any property, other than wood or partially finished works, at Grand Inspired that does not fit in or on your Member storage box.
- Label all of your own property, including wood.
- Wood may be stored at Grand Inspired if you are actively using it in a project or no longer than 30 days. A wood storage fee of \$20 per month will be charged for wood stored at Grand Inspired outside of those parameters.
- Grand Inspired is not responsible for wood that is not labeled. Wood not labeled is assumed to be for sale and it could be used by other members.

4.3 Responsibility for Personal Items

Grand Inspired is not responsible for any personal items including loss or damage to stored items due to fire, water, theft or building systems failure. This includes, but is not limited to: Tools, safety equipment, wood, unfinished works in progress, clothing, jewelry, or any other item stored or left at Grand Inspired.

4.4 Handling Abandoned Property at Grand Inspired

To keep our Makerspace clean and organized we must get rid of items that appear discarded or abandoned. Property is considered abandoned if it meets at least one of the following criteria:

- The property is neither shared nor donated and has been in the shop more than 30 days without notification.
- The property is owned by a former Member and has not been collected within thirty days of that person's end of membership.

Abandoned property will be donated, considered the property of Grand Inspired, recycled or discarded.

To avoid potential conflicts we recommend that Members label anything that could go missing or be confused with another's property. Wood that is not labeled could be used by another member.

5. Purchases

5.1 Consumables and Wood Purchase Members are able to purchase wood and various consumable supplies through the Grand Inspired Makerspace on an "honor system" basis. Sheets designated "Wood Purchases" and "Consumables Purchases" are located in respective areas and should be filled out after taking any materials. Some consumables receive member discounts or are available to purchase in bulk. Check with an employee on these items.

5.2 Wood Purchase and Marking Dimensional lumber may be purchased by cutting the desired length and then making the dimensions of the piece taken on the "Wood Purchases" sheet. If a cut will leave less than four linear feet of wood, members should take the entire piece and mark the full size on the "Wood Purchases" list. Prices are marked by the board foot next to lumber racks.

Slabs, Cookies and specialty wood will be marked with a price. To purchase this wood, members should mark the type of wood and the listed price on the "Wood Purchases" sheet. Listed prices from gallery wood will be reduced by 15% before being charged to members.

5.3 Processing Purchases All purchases listed on the "Consumables Purchases" and "Wood Purchases" sheets are processed at the end of each quarter. Charges will be automatically applied to the Member's payment method on file unless otherwise requested.

5.4 Class Discounts Members and their immediate family may receive a 20% discount on eligible classes that are open to the community. If an immediate family person is taking a class, the makerspace member must register them using member information. Member discounts may not be used by anyone other than the member.

7. Clean Up

Members are responsible for cleaning up after themselves and putting away anything they use in its proper place. This includes but is not limited to sweeping and vacuuming sawdust from both the machine and the floor and putting it in the appropriate storage container, cleaning glue residue, putting away all tools and tool accessories, cleaning off sanding belts & discs, putting storage box and unfinished works in appropriate location, cleaning utility sink, etc. Remember that sawdust doesn't just fall around your work area - vacuum all the dust that you generate.

All finishing rags/towels must be removed from the premises.

Members will be given one reminder only. Any and all subsequent occurrences of not cleaning up after yourself will result in the member being charged a Clean Up Fee of \$30.

_____ 8. Makerspace Access

8.1 Security

Each Member is responsible for maintaining the security of his or her own keycard or fob (access credentials). If you suspect that your fob has been lost or stolen, please see the staff about replacing it. You may not share your fob within anyone else. Doing so will result in automatic suspension of membership.

Replacement fobs will be charged to the Member at a rate of \$10 per fob.

8.2 Hours of Access

The Makerspace can be accessed from 5:00 am to Midnight. Members may stay past midnight but the fob will not work between midnight and 5am. Makers must enter and exit by way of the designated door and always swipe their fob before entering, even if the Gallery space is open.

Access may be immediately suspended for safety violations, non-payment, policy violations, or misuse of access credentials.

8.3 Closure

Grand Inspired reserves the right to close the Makerspace or restrict access due to emergencies, weather events, maintenance, safety concerns or special events. The Makerspace is open during class instruction but some machines may have limited access.

_____ 9. Showroom Sales

9.1 Selling work through Grand Inspired

Members have the opportunity to use Grand Inspired services as a means to sell their work.

Members are not obligated to sell work through Grand Inspired, but those who do will have their items photographed and edited, listed in our online shop and promoted through multiple digital channels. Grand Inspired staff must approve all work before it is placed in the showroom for sale.

9.2 Sales reimbursement

Any Member who has signed a sales agreement and subsequently sells an item through Grand Inspired shall receive payment within 14 days of the associated sale.

Grand Inspired will typically pay commissions to Members within 14 days of a sale. The commission is 70 percent of the retail sale price of any item, excluding any additional shipping cost if applicable.

Payment may be made in the form of direct bank transfer or directly applied to membership costs.

9.3 Ownership of Property: Any Member item being sold through Grand Inspired remains the property of the Member until the time it has been sold at which time it becomes the property of the purchaser. Grand Inspired carries liability insurance for items that are damaged or stolen due to no fault of the Member; however, Members may want to carry additional property insurance for any damage to their property that is not covered by Grand Inspired.

10. Dispute Policy

Any Member with questions or concerns regarding but not limited to information in this agreement may contact staff or schedule a meeting with a manager to resolve the issue to the best of our ability.

Any Member that violates their Membership agreement shall be required to meet with a manager to discuss resolution of the issue(s) at hand. Any Member that repeatedly violates their Membership agreement shall be subject to revokement of Membership either temporarily or permanently subject to the judgment of the manager(s).

_____ 11. RELEASE OF LIABILITY

Assumption of Risk. Member acknowledges the inherent risks in the use of tools, equipment, devices, and hazardous materials of any kind commonly used in woodworking construction, fabrication, and/or other woodworking related activities and that Member’s participation in such activities and/or use of such tools may result in injury, illness, death or damage to Member or Member’s personal property. Further, such risks and dangers may be caused by Member or other members or members’ guest. Finally, such injury, illness, death or damage to Member or Member’s personal property, may arise from foreseeable or unforeseeable causes including, without limitation, electrocution, burns, impalement, or slip and fall injuries. Member hereby fully assumes all such risks and any others which arise because of Member’s association with GRAND INSPIRED WOODWORKERS MAKERSPACE LLC and/or GRAND INSPIRED LLC (the “LLC”).

Release of Liability. Member releases LLC, LLC’s Members, Managers, employee, agents and assigns from any liability whatsoever arising out of any damage, loss or injury to Member or Member’s property while participating in any activity on the premises of LLC and/or using any equipment owned by LLC or another Member or Member of LLC regardless of whether such loss or injury is as a result of negligence of LLC or its Members, members, agents and assigns, or is a result of some other cause.

Covenant Not to Sue. Member agrees that Member will not, under any circumstances, initiate any legal action against LLC, LLC’s Members, members, agents and assigns, nor will Member assist in the prosecution of any such legal action filed by another, arising out of an injury to the person or property of Member while participating in the activities contemplated by being a Member of LLC. This covenant extends to include the heirs, executors, administrators or assigns of Member.

Third Party Indemnification. Member indemnifies, saves and holds harmless LLC, its Members, members, agents and assigns from any and all losses, claims, actions or proceedings of every kind and character which may be initiated by any other persons or organizations and which arise directly or indirectly from the actions of Member or any guest of Member while engaged in the activities contemplated by being a Member of LLC.

This agreement shall be governed by the laws of the State of Wisconsin. This release includes ordinary negligence by Grand Inspired.

Electronic Agreement & Digital Signatures

By enrolling in a Grand Inspired membership online, the Member agrees that electronic acceptance of this agreement, including clicking “I Agree,” constitutes a legally binding signature and acceptance of all terms herein.

____ I Agree

Printed Name of Member _____

Signature

Date

Signature of Guardian if Under 18 years of age

Date