

Comox Valley Potters Club Membership Application

2024- 2025

Annual Fee is \$100.00

Payment by Etransfer: comoxvalleypottersclub@gmail.com

Date: _____

Name: _____ Please Print

Has your Contact Information Changed? _____ Please update us if so:

Address: _____

City: _____ **Province:** _____

Postal Code: _____

Phone Number: _____

Cell: _____

Email: _____

Business Name: _____

Is it OK to share your contact information internally with our Membership Contact List Only

Yes _____ No _____ please tick your choice.

Attached is our Kiln Use Agreement with North Island College, please review. By signing the below, I understand and agree to the kiln use agreement and understand as a club member I am responsible for a job or have record of past service to the club. If I cause damage to any North Island College equipment or tools, I understand I am financially liable with the club to replace, or repair said equipment. If it happens a second time, I am solely financially responsible to replace, or repair the equipment and my membership privileges will be reviewed.

Signature: _____

Date: _____

Comox Valley Potter's Club Studio & Kiln Access @ NIC

September – December 2024

Studio Use

The ceramics studio is available every Tuesday from September 10 to December 10, 2024. Hours of access are 8:30am to 4:30pm. Club members may not access the ceramics studio or kilns on any other days with the following exception: the CV Potters Club Executive may request permission from the Fine Arts department to hold special events (workshops, artist talks) or specific kiln firings.

All greenware in progress must be stored on the CV Potters Club shelving in the clay storage room. All work stored on studio shelves with the exception of clearly labelled work ready for bisque or glaze firings will be removed.

Fine Arts department ceramic materials and clays are not available to club members. Members wishing to make glazes in the studio must supply all of their own materials. Standard cone 10 glazes located in the studio may be used for club firings.

Individuals may bring their own food or beverages into the ceramics studio during access times. However, NO food or beverages shall be shared in the Ceramics Studio. As well, the Glaze Lab and general studio areas are not to be used for any beverage or food preparation. These rules will be in place until further notice.

Kilns

For the Fall 2024 term, kilns are available every Tuesday from September 10 until November 19. The last day to fire kilns is November 12 and the last day to unload kilns is November 19.

Kiln availability is subject to NIC student needs. Kilns will be reserved by a club representative only. The Studio Technician manages and schedules all kiln firings. Kilns reserved by the club may be cancelled at short notice. This is at the discretion of NIC Ceramics faculty and the Studio Technician. All efforts will be made to contact the club if this occurs. Kilns that are not fully loaded or started on a club day will be cancelled and unloaded to allow for use by students

- One electric kiln may be fired weekly.
- The Car Kiln may be fired once in the Fall term.
- The Gas Test and Soda Test Kilns may each be fired four times in the fall term.
- The Raku Kiln may be fired four times in the fall term.
- The new Soda Kiln will be available for one firing during the Fall term.

Club members must have experience in the loading and firing of NIC kilns. Minimum experience is two terms of 2nd year NIC Ceramics credit courses. Individuals with insufficient experience loading and firing kilns must partner with experienced members.

Electric kilns are loaded on Tuesday and the firing is completed on Wednesday. Unloading occurs on the following Tuesday. Gas Kilns are fired on Tuesday. Loading must occur on the previous Tuesday unless alternate arrangements are made with the Studio Technician. Electric and gas test kilns may be unloaded the day following the firing if a kiln is required by students. The Car and Soda kilns are to be unloaded the following Tuesday unless alternate arrangements are made with the Studio Technician.

The CV Potter's Club is responsible for the full replacement cost resulting from any damage to kilns, shelves, kiln furniture and any other kiln parts when club members use NIC kilns.

If a club member wishes to do a firing outside of the club use agreement, all NIC kilns are available for rental subject to availability. Costs listed below are for only those members who have extensive experience firing NIC kilns. Members who do not have experience are required to pay technical supervision costs in addition to the kiln rental. Hours required would vary depending on the kiln and type of firing. Kiln rentals may require a damage deposit depending on the type of firing.

Kiln Rentals

Kiln	Size	Cost *
Test Electric Kiln	2.3 cu. ft. / Bisque-Cone 6	\$35.00 per firing
Electric Kiln	6.5 - 12 cu. ft. / Bisque	\$75.00 per firing
Electric Kiln	6.5 - 12 cu. ft. / Cone 6	\$90.00 per firing
Raku Kiln 3 hours	4.7 cu. ft.	\$280.00 (\$55.00 each additional hour)
Test Gas/Test Soda Kilns	6.7 / 2.8 cu. ft.	\$125.00 per firing
Car Kiln	44 cu. ft.	\$500.00 per firing
Soda Kiln	21 cu. ft.	\$500.00 per firing

* Technical Supervision Costs \$45.00 per hour

* Damage Deposit \$500.00

Comox Valley Potters Club

Storage Area

Guidelines for this area are as listed below.

1. Storage spaces will be allotted by first come first serve basis to store your equipment – Green tape indicates the spaces on the shelves in the storage room. At the beginning of the year you are allowed to occupy one space. Each space is enough room to store 25lb of clay and a container of tools.
2. Standard Studio Cone 10 glazes are available for Members use. Tenmoku, Shino and Titanium White are the three glazes prepared by the Studio Technician, there are other glazes prepared by students and these are available to Members for use at their own risk. Please check with experienced members if you are using glazes for the first time. There will also be a selection of Cone 6 glazes available for club members. Test tiles of these glazes are available to look at. **If your work damages NIC equipment (kilns, shelves etc.) you are responsible to pay for the repair or replacement.**
3. There will be three shelves for work in progress and are labeled so. NIC Ware boards are not allowed in the storage room for work in progress or with product waiting for glaze firings. You may use them during the day, but work cannot remain on them till the next week.
4. There will be two shelves for glazed Cone 10 work waiting to be fired, no glazed work is allowed to be stored in the main studio. When items are removed for firing - if there is any questionable concern with the piece it will be left on the shelf with an explanation of why it was not fired. If Student firings require more product, they will take product from these shelves to fill their kiln.
5. There will be three shelves for glazed Cone 6 work waiting to be fired. No glazed work is allowed to be stored in the main studio. When items are removed for firing - if there is any questionable concern with the piece it will be left on the shelf with an explanation of why it was not fired.
6. There will be one shelf for pots ready for bisque. Please make sure that your work is signed. When your Greenware has been fired you will find it on the shelves just in front of the electric kilns. Please remove items as soon as possible.

8. Reminder: All use of kilns must be booked by email through Helen Stefiuk (stefiukhj@shaw.ca) When the kiln has been approved by the Studio Technician you will get an email back from Helen indicating the approval or denial. If approved the email will indicate which kiln may be used. All bookings are subject to cancellation depending on Student requirements and this could be at short notice. An email will then be sent to club members indicating a firing is going ahead and that the member who booked the kiln needs to be contacted if you want pieces in the firing.

Note: CVPC is allowed

One Cone 10 Car kiln use per semester

One Cone 10 Soda kiln use per semester

Four Gas Test Kiln or Soda Test Kiln use per semester

Two Raku kiln uses per semester

One electric kiln use per week

Any member using any kiln must have experience on kiln firing.

9. N95 Masks are available for Members use at a cost of \$2.00 per mask. Honor system, leave your money in container provided
10. Please use the CVPC Facebook page to communicate with other members.
11. Reminder: Each club member using this studio is expected to clean their area after use, this means wheels, table and floor.
12. Reminder: The Studio is open every Wednesday from 8:30 a.m. to 4:30 p.m. from September to June.
13. No sharing of food or drink is allowed in the Studio, you may bring in your own lunch

October 3rd, 2018

Revised Oct 17th, 2018, Reviewed Oct 8th, 2019

Reviewed Jan 21st, 2022, Revised Sept 1st, 2023