



1. The entrances, passages, common areas, sidewalks, elevators, stairways, corridors or halls shall not be obstructed or encumbered or used for any other purpose than ingress and egress to and from your studio.
2. No portion of the studio will be used as living quarters, sleeping apartments, or lodging rooms.
3. Studio renters that do not follow the studio rules or pose a danger, or any misuse or hazard to the studio or its renters will be asked to leave immediately.
4. \$15 replacement fee will be charged for lost keys. (per key)
5. \$50 replacement fee will be charged for fob.
6. I acknowledge and agree that BHA shall not be responsible in the event of any loss, theft, damage or destruction resulting to any of my personal property located at BHA's premises. I acknowledge that if I seek to insure any loss arising from destruction or theft of my personal property at BHA's premises that I shall, at my own expense, procure a policy of liability insurance.
7. Respect the privacy and personal space of fellow artists.
8. Do not touch, remove, or take another artist's supplies or tools without their direct approval.
9. Long cell phone use is only permitted outside the communal studios.
10. No smoking anywhere in the building.
11. Keep the studios clean. If the trash is overflowing, tie up the bag and put in a new one.
12. Do not dispose of turpentine or other chemicals down the drains. Use studio rags for all clean up, place used rags in proper cleaning containers.
13. Aerosols may only be used outside.
14. Turn off all lights if you are the last artist to leave the studios.
15. Artists are expected to use their studios to create new work, not to store old work.
16. Use headphones to listen to music if other artists are in studio.
17. Artists are expected to follow all rules and should conduct themselves as respectable art professionals.
18. Substance abuse, violent behavior, theft, inappropriate use of social media, dangerous activities that can compromise the safety of other BHA artists, and the inappropriate use of BHA digital assets will not be allowed or tolerated.
19. Renters are responsible for all visitors and their well-being. Renters are also responsible for their guest's behavior and actions.
20. If you are unsure about any studio guidelines or have a question about material usage, talk to BHA staff for clarification.
21. Due to the residential designation of the building, renters are expected to observe quiet hours between 10pm – 8am Sunday – Thursday, 11pm – 8am Friday/ Saturday.

