



# Oxford Community Arts Center

## Studio Rental Information

### **About the Spaces:**

- The third floor of the Oxford Community Arts Center houses 30 studios for local artists. These studios, originally dorm rooms, average about 150 square feet with 1-2 closets for storage.
- Artists have studio access at all times. However, access to the first floor is limited to regular business hours and events.
- The OCAC has a parking lot, which is available to artists renting studios. However, parking may be unavailable during OCAC events.

### **Frequently Asked Questions:**

- Q: Does the OCAC allow pets in an artist's studio space.  
A: No, OCAC does not permit any pets or animals to be in any part of the OCAC building.
- Q: Can artists decorate their studios?  
A: Yes, artists may decorate or finish their studio, and in fact, OCAC encourages this. However, artists renting studios must decorate or finish their studio at their own expense.
- Q: Are artists allowed to make alterations to their studios?  
A: With the exception of painting the walls, artists may not make alterations to a leased space without OCAC's prior written permission.
- Q: Does OCAC allow artists to store flammable materials?  
A: Yes, OCAC allows the storage of flammable materials, as long as these materials are stored in fireproof containers in compliance with all applicable code requirements.
- Q: Does OCAC allow artist to store any other types of hazardous materials?  
A: No, OCAC prohibits the storing of hazardous refuse, trash, or materials.
- Q: Does OCAC insure my studio space?  
A: No, insurance is the responsibility of the artists. Liability insurance is a requirement for rental of a studio.
- Q: How long is the term of the lease agreement?  
A: Lease agreements between OCAC and artists are 1 year in length. However, a lease can be broken with 30 days written notice.

### **Rental Requirements Checklist:**

- A signed contract
- First month's rent and a security deposit equal to one month's rent
- A completed Artists Personal Data Form
- A signed Key Control Form
- A copy of the artist's Certificate of Liability Insurance