Pebble Creek Glass Arts Club
Use and Care of the Glass Room

Glass Room Hours of Operation

The Glass Room is located in the Tuscany Falls Creative Arts Center.

Winter Hours:	Monday - Saturday, 9:00 am – 4:00 pm Select Sundays in December: 9:00 am – 4:00 pm
Summer Hours:	Monday - Saturday, 9:00 am – 3:00 pm Closed Sunday

The building alarms are activated between 9:00 pm and 7:30 am. The building must be vacant during those hours.

Glass Room Rules

- Use protection on the tables (brown paper, cutting mat, cork board).
- Clean your workspace when you are done.
- Put all tools away.
- Vacuum cutting table and kilns as needed.
- Clean grinders after use. Grinder cleaning instructions are posted on the cabinet doors above the grinders.
- Kiln unloading and cleaning is between 9:00 am and 9:30am. Kiln loading is between 9:30 am and 10:00 am. Kilns must be started for the current days cycle no later than 10:00 am.
- Do not open a kiln that you are not signed up for unless you are given permission to do so by the member who signed up.
- Kilns must be full to run. If you are signed up for a kiln and cannot fill it then the run is cancelled, and your schedule slot is forfeited.

Closing the Glass Room

If you are the last one to exit the glass room complete the following:

- Ensure that all cabinets are locked.
- Turn off overhead and under cabinet lights.
- Turn off fans.
- Ensure the glass room is locked if it is after Gallery Hours.
- Return the key (if applicable).