



Name \_\_\_\_\_ Telephone \_\_\_\_\_

Has the project received any funding or is it a public/private commission. YES[ ] NO[ ]

Proposed dates of occupancy: From: \_\_\_\_\_ To: \_\_\_\_\_

1. List the main material or technical processes you want to undertake at the Centre. (e.g. If you want to use the Printmaking Studio say which type of print process you will do. Etching on copper or silkscreen, etc.). Please state which workshop you want to hire or how much space is required - 1 bay is approx. 4x3m:

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.....

2. Are you experienced in using this process?  yes  no

3. What materials will you be using? Are there any H&S issues concerning them?  
.....  
.....

4. What equipment/tools of your own will you be using? .....  
Are they in safe working order? .....Are you experienced in using them? .....

5. Do you need to use any equipment or tools from LSC\*:  yes  no

If so list them .....

6. Do you need additional technical or specialist support\*:  yes  no

If so, what kind?.....

The **LSC Health & Safety Agreement** must be signed upon arrival to use the facilities. Access is from 6am to 10pm. Plant, machinery and electric hand tools can only be used between company business hours of 9 - 5pm Monday – Friday. Keys are subject to a refundable deposit of €10.00 per key. Payment must be made in advance for the whole booking. You are responsible for cleaning the area booked after your booking and returning it to the state you received it in.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

\*There is a small hire charge for use of our equipment or tools. Direct technical support is charges at €15/hour. Specialist support can be hired and paid to the tutor direct. Generally you will need to bring your own hand tools, but let us know if you need these.