

BROAD STUDIOS

WORKSHOP CONTRACT

The following agreement includes specifics about the workshop space at Broad Studios, 1023 Springdale Road #6D, Austin, TX 78721.

Space

The Broad Studios indoor workshop area includes a counter-height workshop table with 10 bar stools, air condition, and plenty of natural light. Our studio also has plenty of sidewalk space, if you prefer to host your workshop outside.

Set-Up & Break Down

Instructors may arrive to the studio no earlier than 1 hour before their designated workshop time in order to set up and are required to leave the space as they found it no later than 1 hour after the workshop ends.

Materials

Instructors are required to provide all materials necessary for their class, however Broad Studios does have running water on site that can be used.

Parking

There is plenty of free parking spaces around the complex within walking distance of Broad Studios' front door. For your safety, please don't forget to remove valuables from your car and lock your doors!

Class Size

Workshops held at the provided table can accommodate up to 10 students. Workshops held in open space without the table and chairs or outside on the sidewalk can accommodate up to 15-20 students, depending on your activity.

Ticket Sales & Broad Studios Workshop Fee

Instructors are responsible for hosting ticket sales via whatever platform works best for you (Squarespace, Eventbrite, Shopify, etc). Broad Studios charges a flat fee of \$175 which includes a \$50 non-refundable fee in case of cancellation. This fee covers drinks, snacks, promotion, a hostess, and reservation of space.

Cancellation

Should an instructor need to cancel, they may do so up to 3 days in advance and Broad Studios will refund the instructor less the \$50 non-refundable fee.

Provided

All workshops at Broad Studios feature complimentary refreshments based on our rotating sponsors and may include caffeinated and/or non-alcoholic beverages, alcohol, or light bites, depending on what is appropriate for your event. If you would like to bring your own snacks, you are more than welcome to do so.

Restroom

Broad Studios has a private bathroom available on site that all guests are welcome to use. All guests are advised to respect the space as they will be held liable for any vandalism or theft of items from this area.

Advertising

Broad Studios posts about each workshop on our website and social media using any images the instructor provides. Broad Studios reserves the right to edit provided images, if necessary. Please email broadstudios@gmail.com with your ticket link within 3 weeks of the date of your workshop so that we can add it to our website. Any posts that the instructor makes on social media regarding their workshop at Broad Studios must be tagged with @broadstudios.

Agreement

I have read and agree to the terms laid out above. I understand that the \$50 Broad Studios workshop fee is non-refundable and that I must be present for my designated workshop date and time. In the event that I have to cancel my workshop in less than 3 days, I understand that I will not receive a refund.