



FAQ'S

Can I bring my own furniture & equipment?

Yes, the studios are unfurnished. Please check with staff before bringing anything large as this may not be possible due to access restrictions, we will always try to accommodate when we can. Any electrical equipment must be PAT tested, or brand new with receipt before use.

Will my studio be locked and secure?

Yes, each studio will have its own key with a master being held by FAC staff. (Any replacement keys will be paid for by the studio holder) Studio holders will also have access to the front door of the building. These keys must not be copied without permission from staff.

Are there any creative practices you can't cater for?

We aim to cover a range of arts and creative sectors, but we currently can't accommodate anything loud or that produces excess dust for example. Please reach out if in any doubt, as we will try to be as flexible as possible.

Can I come and see the spaces?

Available Studio's will be open to view by contacting anna@forganartcentre.co.uk

How long does the application process take?

We aim to notify people within 1-2 weeks.

What can I do if my application is rejected?

If your application isn't successful, we will do our best to give you feedback and you will have the opportunity to go on our waiting list if you meet our criteria.

How does the waiting list work?

We keep a waiting list of people who have successfully completed the application process and contact those highest on the list when a suitable space comes up.

Can I share my space?

Yes, we are happy for you to share your space. However, your friend or colleague will need to go through the application process and if you decide to give up your space the licence or lease will not automatically transfer to your studio share.

Can I sublet my studio?

We are willing to consider requests for short-term sub-lets if a tenant is going to be away temporarily e.g., on a residency or short project contract, but we treat this on a case-by-case basis.

Can I teach from my studio?

No, as Forgan Arts Centre is a centre for teaching and learning in the arts; providing classes and workshops, the studios will not be able to be used as a teaching space or shop.



I've been allocated a studio! What next?

We will ask you to pay a deposit of a month's rent to secure the space. This is held until the end of your tenancy. We will then email you with all the information you need and arrange a convenient date to come and sign the paperwork, pay your 1st months rent and pick up the keys to your new studio.

ACCESSIBILITY

Are the studios open 24hrs?

No, tenants have access to their studio from 8am to 10pm daily.

How accessible are the studios?

We regret that currently the studios don't have disabled access. Studio's 1-5 are on the 2nd floor of our building, with 4 flights of stairs. The last 2 flights are narrow and relatively steep. Studios 6, 7,8,9 and 10 are on the 1st Floor.

How secure are the studios?

The external doors on our buildings are mostly kept on a magnetic lock, requiring a code to access out with office hours. After 10pm the building is secured with an alarm and lock.

Is there parking available?

Parking is available at Waterstone Crook sports centre next door. You can drop off and collect at the front of the Art Centre only. There is restricted parking at the Art Centre for those attending the centre with limited mobility.

Can I get there by public transport?

Yes, there are bus routes to Newport-on-Tay and a short walk up a steep hill or slightly longer walk on flatter terrain.

RENTS & TENANCY AGREEMENTS

What does the rent include?

All our studios are priced to include heating and electricity. We ask that you respect this by keeping electrical equipment use to a minimum, especially in these times of rising costs. Thank you.

How is the rent paid?

Rent is paid by standing order on 1st of every month.

What happens if I fall behind on my rent?

We check the rent accounts and will contact you if there are any outstanding payments on your account. If you fall into financial difficulty the best thing to do is come and talk to us.



How long do I have to keep the studio?

We are currently offering a short-term lease which is a 6 month agreement where tenants are required to give 1 months' notice.

Will my rent increase after a certain time?

We carry out rent reviews based on current building costs and outlays. Studio holders will be given 1 months' notice of any changes.

What about insurance?

FAC insures the building and all communal areas whilst tenants are responsible for their own insurance. Each studio tenant must have their own insurance before renting a studio. (a-n insurance is specifically for artists).

Can I make changes to my space?

Yes, you are very welcome to make the space your own. We only ask that you run your ideas past us first (if you'd like to do more than just paint the walls) and ensure that the space can be returned to its original state should you decide to leave at a later date.

FACILITIES

Are the studios heated?

The building has heating throughout on a timer system.

Do the studios have Wi-Fi?

Currently there is no Wi-Fi on the top floors, but plans are for this to be added in the near future.

Are there kitchen facilities and sinks?

Yes, there is a breakout room on the 2nd floor for tea and coffee only. There is a kitchen on the ground floor, which services the whole building with a microwave and fridge. All studios have their own sinks.