



Thankyou for becoming a member of The STEAM Shed. We're passionate about building a supportive, inclusive community of makers, artists, crafters, and inventors who want to share skills, support each other, and have fun through making.

The membership fee not only gives you access to our facilities, but supports our community projects and goes towards making Wigan a better place to live.

Paying by Direct Debit

Please set up a recurring direct debit payment to Wigan STEAM for £30 per month using this link:

<https://pay.gocardless.com/AL000240TCEGZA>

All personal information is stored securely in accordance with our GDPR policy. A copy of the policy is available on our website.

Membership Benefits

Membership is £30 per month, for this you get:

- Access to all equipment and materials free of any additional charge during our opening hours
- Free induction to all equipment
- Project storage space
- Access to a closed Facebook group
- Heavily discounted/free workshops
- Free entry to weekly Maker Nights
- First refusal for stalls at events such as STEAMFest (our yearly STEAM festival), and our bi-annual Maker Market.

The STEAM Shed Facilities

Equipment and Facilities includes:

- Ultimaker 3D printer
- Laser Cutter
- Kiln
- Potters wheel
- Screen printing kit – screens, inks, exposure materials
- Ricoh Sublimation Printer
- Mug Press
- Badge Maker
- Sewing machine
- Consumable items such as clay, electronics components, 3D printing filament, textiles, arts materials.
- Shared working space and project storage

Access to equipment and facilities is free for members between our opening hours. As a rule we do not offer pay as you go access to the space – exceptions are the 3D printer, laser cutter, and kiln, which we occasionally offer to community projects we'd like to support.

Equipment Inductions

Equipment inductions are included with your membership and are mandatory before using the laser cutter, mug press, sublimation printer, 3D printer, and kiln. Please book an induction with your chosen equipment by emailing louise@wigansteam.co.uk or posting in the facebook group. Kiln inductions will only be offered to members who have been with us for an extended period of time. Please note that we cannot offer ad-hoc inductions for any equipment, they must be booked in advance.

Workshops

We hold frequent workshops for people to learn new skills. We hold regular pottery and crochet sessions, and host one off making sessions throughout the year. Members get completely free entry to workshops priced under £10. For workshops priced over £10, members will be required to pay a surcharge to cover material costs.

To book onto a workshop for yourself for free use code STEAMMEMBER (Where the workshop is priced over £10, use the same code to book on for free. We will ask that you pay the surcharge on the night.)

To get 20% discount off one child's workshop place use code
STEAMMEMBERCHILD
(Please note that this can only be used once per booking)

Places must be booked under the registered member's name or the booking will not be valid. These codes are strictly only for booking places for yourself or one child onto our workshops. Please do not share them or use them to book places for other people.

Facebook Group

We have a Facebook group for our members to communicate with each other and ourselves on an informal basis. The group is called 'STEAM Members, Associates, and Volunteers'. Please send a join request and we will approve it ASAP. We communicate all important information via email so if you do not use Facebook don't worry.

Maker Meetup

Maker Meetup is a weekly social evening for makers, crafters, artists, techies, and anybody else who creates to get together, use our facilities and share ideas. This is open to members for free and non-members for £4 per evening.

Republic of Wigan Shop

Members are welcome to put items in our shop open to the public. We ask for a 20% commission on shop sales and ask that you add 20% onto your required cost of the item. Please speak to Louise to discuss putting your items in the shop - we reserve the right not to display your items if we believe them to be inappropriate.

FAQs

Is there parking nearby?

The closest car park is The Galleries – this is currently free on weekends, but pay and display on weekdays. Mona Street car park is a five minute walk away, this is pay and display but is slightly cheaper.

Are there any other charges?

Once you have paid your membership, use of materials, equipment and any necessary inductions are free, however if there are specific materials you need, you may have to source and pay for them yourself. There is also a surcharge to cover material costs on workshops priced over £10.

Do I have to be a member to use The Shed?

Yes. We do not offer pay as you go access as the membership model is a really important part of The Shed being sustainable in the long-run – you're not just paying to use The Shed, you're paying to make sure it continues to exist and be available to the community. The only exception is on Wednesday evenings when we hold Maker Night – non-members will be able to pay £4 to attend this in a social capacity, to share skills and projects with other artists and makers.

Can I have a discount on membership?

We're afraid not. The Shed membership is great value and to keep it the same for everyone we have a flat rate. For people in financial hardship (e.g. in receipt of income support), a reduced rate may be available for a period, at the discretion of the directors.

Can I bring guests?

Members can bring along one guest (two when guests are both children) when using The Shed. Guests are not permitted to use equipment or materials, and if they visit frequently they must also become a member. You are responsible for ensuring your guests do not cause damage or harm whilst in The Shed, and they should not be left unaccompanied at any time.

Can I bring children to The Shed?

Yes - as a member you are permitted to bring along guests, and this includes children (maximum of two children per members). They must be accompanied at all times in The Shed.

Can I have a key?

No - due to health and safety there always needs to be at least two people in the building, so we do not currently offer keys to our members.

Can my company buy several memberships and share them? Or can I share a membership with a friend?

No - membership is for named individuals only.

Can I have my own desk in The Shed?

No - The Shed is a shared space, so whenever you leave you need to clear the space you were working in. You cannot reserve a space - it's first come first served all the time.

Can I use The Shed facilities for my business?

Yes - you can use the facilities for business or pleasure purposes. You are welcome to use the space to meet colleagues or clients. Please do not use our address as the official address of your business.

Rules, Terms and Conditions

These terms and conditions should be read and understood in conjunction with the membership information and FAQ documents.

Membership

Wigan STEAM reserves the right to reject any application or renewal of membership without ascribing any reason for doing so.

Wigan STEAM reserves the right to terminate membership for breach of the membership rules, terms and conditions, or for conduct which, in Wigan STEAM's sole opinion, is damaging to the character or interests of Wigan STEAM, or is offensive to other members or staff.

Membership is subject to a minimum membership period of three (3) months. Upon expiry of this minimum period, your membership will automatically continue for further one (1) month periods at the appropriate rate until you cancel your membership.

Membership fees are paid by members by way of monthly installments, due each month on the day corresponding to the original subscription date.

Membership fees may be varied at Wigan STEAM's discretion and members will be given at least one (1) month notice of any fee changes.

After registration, new members must attend The Shed at a specified time, where they will be required to undergo a short induction conducted by a member of staff, prior to use of the facilities.

Subject to the minimum membership period, if at any point a member wishes to change or cancel their membership, they must give us one month of notice. Please notify us in writing by emailing hello@wigansteam.co.uk

Members of Wigan STEAM staff will be on the premises during the opening hours. These members of staff will be available for assistance with problems connected to equipment, stock, and membership enquiries. They will not be available to assist members with individual projects.

Members will not be subject to further charges other than when workshops are priced over £10 and when using large amounts of stock. Where a workshop is priced over £10, members will be required to pay a variable surcharge to cover material costs.

Where a member is using an unreasonably large amount of materials in stock, we may ask that the member contributes to the cost of the materials. This is at the discretion of Wigan STEAM staff, and if a member thinks they may use an excessive amount of The Shed's material stock on a certain project, they should discuss it with a member of staff before proceeding.

People wishing to be members must be 18 or above to apply.

Guests

Members are permitted to bring one guest into The Shed at any one time (two if bringing children).

Guests may not use the facilities or equipment - if using equipment and facilities or visiting frequently they must become a member.

Members are responsible for ensuring their guests do not cause damage or harm whilst in The Shed, and they should not be left unaccompanied at any time.

Wigan STEAM reserves the right to deny entry to the facilities to any potential guest without ascribing any reason for doing so.

Facilities

Access to The Shed will be available during the opening hours posted on the website. Opening hours are subject to change. Wigan STEAM will use reasonable endeavours to provide members with notice of any changes to the opening hours.

The Shed may at any time withdraw all or any part of the facilities for any period or periods where and when it may be deemed necessary for repair, maintenance, alteration, safety reasons or alternative use. For the avoidance of doubt, Wigan STEAM reserves the right to restrict access to facilities in connection with classes and other events. Wigan STEAM will provide members with notice of any planned events that may use The Shed facilities.

At peak times, Wigan STEAM reserves the right to limit the use of particular equipment or workshop facilities at their sole discretion.

Health and Safety

Entry to The Shed is permitted only through the main entrance door.

Equipment should not be used unless you have received the appropriate induction. Before using the laser cutter, 3D printer, sublimation printer, mug press, or kiln, you will need to receive an equipment specific induction from a trained member of staff.

Members must wear appropriate safety wear when using equipment.

All equipment should be used safely, whilst ensuring that your behaviour in The Shed does not constitute a security or safety hazard to yourself or others in The Shed and surrounding areas.

Equipment should be returned to its storage location or left ready for the next member's use with the power switched off, unless directed otherwise.

Please report any safety concerns or issues with equipment via email or on the Facebook group as soon as possible.

On leaving The Shed, if you are the last person present, ensure that lights and power sockets are switched off unless directed otherwise.

Smoking and Alcohol

Smoking (including the usage of -ecigarettes) is not permitted within the facilities at any time.

Alcohol is not permitted to be brought into the facilities, except by prior arrangement with a member of Wigan STEAM staff.

Members are strictly prohibited from operating any equipment whilst under the influence of alcohol or a controlled substance.

Liability

Any personal property brought into the Wigan STEAM premises is done so at the visitors risk. Wigan STEAM will not be liable for any damage or loss to property.

Found personal property should be reported via the Facebook group or via email as soon as possible.

The telephone in Wigan STEAM is not for personal use. If you answer the phone, please take a message and email it.

Any visitors using Wigan STEAM's WiFi must not conduct any activity that may be deemed inappropriate or illegal.

Nothing in these terms and conditions shall limit or exclude the liability of Wigan STEAM (including their employees), for death or personal injury resulting from negligence, fraud, or fraudulent misinterpretation.

Subject to the above clause, Wigan STEAM shall not, under any circumstances, be liable to visitors for loss of income; loss of business; business interruption; loss of information; loss of opportunity, goodwill or reputation; loss of, damage to or corruption of data; or any indirect or consequential loss or damage of any kind however so arising.

Subject to the above clauses, Wigan STEAM's maximum aggregate liability for damages under or in connection with the use of the facilities, whether in contract, tort (including negligence) or otherwise, shall, in all circumstances, be limited to the equivalent of one monthly membership payment paid by the relevant member to Wigan STEAM.

Wigan STEAM's liability for damage or loss to any visitors property is strictly limited to any damage or loss suffered as a direct result of the negligence of Wigan STEAM or their staff.

Changes to these Terms and Conditions

Wigan STEAM reserves the right to revise and amend The Shed membership rules, terms and conditions from time to time.

Members will be subject to the terms and conditions in force at the time of their membership renewal or registration unless any change to these

terms and conditions is required to be made by law or governmental authority (in which case it will apply to all current members).

Members should retain a copy of the terms and conditions for future reference.