



## MOBILE HOT SHOP RESERVATION REQUEST

Questions?  
Call Claire Yuckert:  
253-284-2137

As part of its education and public outreach program, the Museum of Glass (“MOG”) offers a Mobile Hot Shop that will go to and set up at off site locations and provide demonstrations and educational opportunities in working with molten glass. MOG’s Mobile Hot Shop includes providing the necessary equipment (such as a furnace, glory hole, annealer, benches, etc.), artists or trained personnel, and materials for melting and shaping glass. The Mobile Hot Shop offerings include Science of Art curriculum materials for schools presented by one of MOG’s representatives.

Persons or entities wishing to engage MOG’s Mobile Hot Shop must submit this reservation request form, signed by an authorized person, to MOG by fax (253-396-1769) e-mail ([cyuckert@museumofglass.org](mailto:cyuckert@museumofglass.org)) or mail (c/o Claire Yuckert, Science of Art Coordinator, 1801 Dock Street, Tacoma, WA 98402-3217) at least two months prior to the requested scheduled event. Questions can be directed to Claire Yuckert at 253-284-2137.

### Booking Details

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The Undersigned (“Event Host”) requests MOG’s Mobile Hot Shop as follows:

Date(s) for Glassblowing Demonstrations: \_\_\_\_\_  
\*Please allocate 2 days for setup and 2 days for breakdown

Time: From \_\_\_\_\_ to \_\_\_\_\_

Type or Nature of Event: \_\_\_\_\_

Venue or Location: \_\_\_\_\_

### Booking Requirements

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In connection with this reservation request, the Event Host agrees to the following:

1. The Event Host shall provide a site for the Mobile Hot Shop that includes:
  - a. A set-up area that is flat and has wide door access (i.e. at least 50 inches) to the building or location where the demonstration will occur, and is accessible from a parking lot or similar location.
  - b. A demonstration area that is dry with a floor that is flat, level, hard, dry and heat resistant.
  - c. A minimum 20’ x 30’ workshop area that is either in an appropriately protected tent or in an enclosed area with proper ventilation.
  - d. Security fencing positioned around the equipment.
  - e. Accessible power (110v) and water.

- f. On-site security for the entire time the Mobile Hot Shop is at the site.
  - g. Spectator seating at least 10 feet in front of the equipment and the demonstrating personnel.
2. The Event Host shall pay MOG a fee which will be set by MOG upon receipt of this Reservation Request and stated in MOG's acceptance of this Reservation Request sent to the Event Host. One half of this fee shall be paid as a deposit once approval has been made by a MOG representative at the site visit or within seven (7) days of receipt of MOG's acceptance and confirmation of this Reservation Request, with the balance to be paid on the day of, or the last day scheduled for, the event. Failure to pay the deposit will result in the cancellation of MOG's acceptance of this Reservation Request. If the event is cancelled by the Event Host no later than one month prior to its scheduled occurrence, any previously paid deposit shall be returned.
  3. Any person who engages in hands-on participation with the Mobile Hot Shop demonstrations shall first sign a waiver in the form as attached in Exhibit A.
  4. Absent evidence of damage, loss or destruction caused by gross negligence or intentional misconduct, neither MOG nor its agents, employees, volunteers, officers or trustees shall be responsible or liable to the Event Host for any loss or damage incurred by the Event Host or for any damage, loss, or destruction of any property belonging to, owned by, or under the control of the Event Host.
  5. The Event Host agrees to indemnify and hold MOG harmless from and against any claim, damage, loss, liability, or expense incurred as a result of bodily injury or property damage which is caused by, arises from or attributed to the acts or omissions of the Event Host or its agents, employees, or invitees.

DATED: \_\_\_\_\_

## Event Host Organization

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Signature: \_\_\_\_\_

Print name: \_\_\_\_\_

### Are there any special requests?



Education format -  
Curriculum Materials  
Provided



Creative format -  
You Design It!



Hands-on  
Participation –  
Waivers Must Be Signed –  
See Attached

### Comments

Exhibit A

# MUSEUM OF GLASS

## WAIVER AGREEMENT

### Between Museum of Glass and Mobile Hot Shop Participant

Last revised: February 2008

The Museum of Glass takes reasonable and appropriate precautions to ensure the safety of Mobile Hot Shop Participants; however, there is an element of risk inherent in participating in all artistic processes including handling materials, utilizing equipment and operating machinery. Since the Mobile Hot Shop comprises of portable elements which are arranged on-site at various venues, it is important for Participants to understand that, if improperly used, the equipment can be dangerous. Participants are responsible for complying with all the Museum of Glass safety rules and regulations including wearing safety glasses, proper equipment, shoes and clothing. This Waiver Agreement must be signed by Participant (or parent/guardian if under 18 years of age) in order to partake in demonstrations and activities within the Mobile Hot Shop work space.

As a participant of the Museum of Glass Mobile Hot Shop, I hereby discharge and forever hold harmless the Museum of Glass, its board, staff, volunteers, and all agencies whose property and personnel are used as part of the Museum of Glass' activities and any sponsoring, co-sponsoring or funding agency(ies) or individual(s) for responsibility for any injury, illness, death, damage, loss, accident, delay or irregularity which may occur for any reason whatsoever as a result of my participation in Mobile Hot Shop demonstrations and activities.

I certify that I am physically able to participate in all activities that I am involved in. The Museum of Glass assumes no responsibility for losses or additional expenses due to circumstances or influences beyond the Museum's control.

I also give permission for the Museum of Glass to use, without limitation or obligation, photographs, film footage, tape or video recordings which may include my image or voice for purposes of promoting or interpreting Museum of Glass programs.

#### Event

Name \_\_\_\_\_

Date \_\_\_\_\_

#### Participant

Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Telephone \_\_\_\_\_

Signature \_\_\_\_\_

Must be signed by parent/guardian if under the age of 18