



GlogauAIR gGmbH

Artist in Residence Program
Glogauer Str. 16
10999 Berlin

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Welcome to GlogauAIR!

We want to make sure that everyone gets the most from their residency at GlogauAIR and has all the tools and resources for a productive, creative, and enjoyable time. Below are some general rules and code of conduct to ensure that everyone who lives and works at GlogauAIR does so in a respectful and courteous manner.

GlogauAIR Code of Conduct for Residents (2 pages – please read both)

Keys – Keep your keys with you at all times. They are expensive to replace so don't lose them!

Safety – Always lock your studio doors, hallway doors and the main door behind you. You are responsible for keeping your belongings and your artwork safe while you are here.

No Smoking – The entire GlogauAIR building is smoke-free. If you wish to smoke please do so in the exterior courtyard area and use the ashtrays provided.

Alcohol and Drugs - Alcohol abuse or use of drugs result in the immediate termination of your residency.

Noise – Everybody has a different schedule but please keep noise to an absolute minimum after **11pm** at night on both weekdays and weekends. You can use headphones for music but no speakers and definitely no tools after this time.

No Downloading – Germany has very strict laws against downloading copyrighted content. No VPNs or Tunnels either and definitely no torrenting. The fines are more than 1000 euros and they use your IP address to identify you. You will be responsible for any fines incurred.

Bicycles – Keep your bikes locked up in the courtyard at all times. Be aware that bicycle theft is common so use a sturdy lock to deter thefts from taking your bike.

Keep Common Areas Clean – Maintain the kitchens and bathrooms in a neat and tidy manner. Clean after yourself and leave it as you would like to find it.

Garbage and Recycling – Minimize waste and sort your garbage into paper recycling and plastics/packaging. For more info, check the signs in the kitchens. Yellow is for packaging. Blue is for paper. Black garbage bins are for garbage/food waste. If in doubt please put it in the black trash. They won't take it if it is not sorted properly.

Dishes - Please don't keep any dishes in your room, wash and return them when you are done.

Washing machines – There are two washing machines in the building--One on the first floor and one on the third floor. Please make sure to share these and remove your laundry and place it on one of the available drying racks as soon as your cycle is done.

Corridors – Please keep the corridors free at all times.

Painting – Painting is allowed but please be sure to protect the floors. Plastic can be found in the basement or purchased at Bauhaus.

Equipment – Tools and equipment as well as materials are available in the basement. You can work down there during office hours (Tues – Sat). If you want to borrow something for your studio please come and sign it out at the office. Keep in mind also that other people might need that equipment so return it as soon as you are done with it.

Guests - No overnight guests except with prior permission

GlogauAIR emphasizes openness, respect, and international exchange. Actions that make the atmosphere intimidating, threatening, or hostile to individuals are regarded as serious offenses. Abusive or harassing behavior, verbal or physical, that disrespects personal characteristics or beliefs such as sex, sexual orientation, race, national origin, religion, and disability is subject to disciplinary sanctions, including being asked to leave the residency program.