



Recording Studio User Agreement

The audio and video recording studios at the Pine Bluff/Jefferson Co. Library are creative, collaborative and educational spaces that provide access to emerging technologies that can be used for a variety of production. Please review the guidelines set forth below. You must accept and comply with these provisions the use the space, equipment and materials provided within.

Using the Studios

- Rules apply to all patrons that use the recording studios.
- All patrons must complete an orientation class before booking a recording studio.
- Open to registered library cardholders the age of 7 and up, an updated profile picture will be required for all registered cardholders using studios.
- All patrons under the age of 13 must be accompanied by an adult (18+) at all times.
- The cardholder who books the studio must use their own library card and remain present in the studio during the entire session.
- The cardholder who books the studio is responsible for any damage or misuse of studio equipment.
- Studios can be booked up to one week in advance.

- You may book a recording studio for a maximum of 1.5 hours per day. A session may be extended only if there is not a waiting list.
- All reservations will be held for 15 minutes no exception.
- No food, drinks or large bags inside of studios.
- Limit: Two people per computer station. Maximum of five people allowed in each studio.
- All projects must be saved on an external memory source. (e.g. flash drive, external hard drive, personal online storage)
- Please do not unplug the recording equipment. Ask a librarian for assistance if a problem occurs.
- The recording studio will close 15 minutes before the library closes.
- Studio users will follow all applicable intellectual property laws, including all copyright laws. Innovators are responsible for obtaining their own protections for any intellectual property developed in the studios.

Checking Out Recording Equipment

- Recording equipment will be checked out to only patrons with a registered library card in good standing.
- All items listed with an © symbol on the equipment list will have to be checked out at the circulation desk for studio #1 and the public lab for studio #2.

Studio Equipment

- 27" iMac
- Logic Pro X
- Final Cut Pro
- RME 24/192 Interface
- SE Reflexion Filter Pro
- Music Stand
- Akai Pro 61 Key with 16 pad and 8 faders MPK Controller
- Behringer 32Ch 8bus Digital Mixer
- Yamaha 6.5" HS Series Speakers
- AKG Condenser Mic's ©
- Shure Studio Headphones ©
- 5'x6' Green Screen ©
- Canon 6D Mark III DLSR Camera with zoom lens ©
- Led Studio Lighting ©



Name

Library Card Number

Signature

Date