

# K-W Woodworking & Craft Centre

## Housekeeping Rules

1. Please read the MISSION STATEMENT.  
(see the Powerpoint Orientation)
2. Since it is our intention to provide a “hobby type” environment, commercial or production type work cannot be accommodated.
3. Due to space limitations, members are asked to only work on **ONE LARGE** project at a time.
4. Drills, bits, etc. are to be placed in containers and returned to their proper storage place as soon as you’re finished with them. Please specifically report any breakages.
5. Clean work areas and machine surfaces of debris, and neutralize machine settings after each use.
6. We operate on an honour system! Please pay for your screws, sandpaper, coffee, etc.
7. When leaving for the day, please be sure your work bench has been cleared for the next person.
8. It is the responsibility of all members to assist the volunteers with the cleanup of all the facilities before they leave and/or 20 minutes before closing.
9. Should you have any wood, unfinished projects, etc. lying around the premises, kindly take them home. We are very short of space.

**YOUR CO-OPERATION IS APPRECIATED**