

**Architecture Shops outside use policy:**

The MIT Architecture Shops, consisting of the building 3 Fab Lab and the N51-160 wood shop, have the primary mission of supporting academic work within the MIT Department of Architecture. Any requests for access to these facilities from other MIT departments, labs, or centers will be considered on a case-by-case basis and are subject to the following restrictions:

*We can only consider outside requests for specific projects with a finite scope and duration. We cannot offer open-ended access to shop resources*

*Access will not be granted if use will interfere with departmental work*

*All outside projects granted access to shop facilities will have lower priority than all departmental uses*

*Access may be revoked if internal demands change*

*All activity in the shops must be carried out in accordance with all Arch Shops policies regarding training, safe shop use, supervision, hours, etc. and in accordance with all relevant EHS and Institute policies*

*All access is contingent on availability of shop staff to monitor work, per above*

The Arch Shops may charge fees for access to certain equipment, to help recover cost for consumable materials and staffing. Generally, use of the waterjet is billed at \$3.00 per minute for the number of minutes the machine is running to complete a job. CNC router use is billed at \$60/hour in 15 minute increments. Fees for other equipment should be discussed in advance and agreed upon by both parties. We may, from time to time, waive certain fees at our discretion.

Requests for access should originate with the MIT faculty or staff member supervising the project. Requests may be directed to [archshops@mit.edu](mailto:archshops@mit.edu).