



We are very happy that you are interested in joining us!

Apple Country Woodcrafters is a 501(c)(3) non-profit organization whose goal is to develop educational opportunities for our members, and to engage in community service. One of our key efforts in this area is our Annual Toy Drive, during the year-end holidays. Our members make handcrafted toys and the club distributes them to disadvantaged children with the assistance of several community service agencies throughout Western North Carolina. This year-long toy-making campaign offers members the chance to learn and build wood crafting skills, while enjoying the camaraderie of fellow members and the joy of sawdust.

We have a 3,750 square foot workshop located in the Sugarloaf Industrial Complex, Building “C”, 55 P.E.M. Drive in Hendersonville, near the Chimney Rock Road exit off I-26. It is a well-equipped facility with professional level tools such as band saws, table saws, scroll saws, jointer & planer, routers, sanders and even a CNC! Working hours for members at the shop tend to vary a bit with the season. The best way to stay up to date is to check our web-site for the latest schedule (www.applecountrywoodcrafters.org). If you are new, be sure to call ahead and stop by for a tour with the Shop Supervisor of the Day.

We also hold a monthly General Membership Meeting on the fourth Monday of each month. Currently the meetings are held at the Grace Lutheran Church in the Fellowship Hall, located at 1245 6th Ave. West in Hendersonville (on the corner of Blythe & 6th).

DUES: New Members pay \$120. annual dues, PLUS a one-time initiation fee of \$50., for a total of \$170. There are no partial-year discounts. The annual dues for ACW include equal privileges for your immediate household. There is also a “young adult” discount of 50% for those age 18 to 26 who join independently.

IMPORTANT NOTE on COMMERCIAL ACTIVITY: The Club is designated as an “educational” not-for-profit organization. Under our constitution and by-laws, individual club members are not permitted to undertake “commercial” activity. Thus, any work you perform at the shop must be with the intent of your own education and hobbyist pursuits. You are NOT permitted to utilize the club’s resources (shop, tools, supplies, etc.) to create wooden items that you intend to sell to third parties.

To begin the membership process, please complete the three attached forms (application, liability waiver and general shop safety agreement). Return them to the shop with your check for the initial dues period; applications will not be processed without dues payment. You may also bring these to a membership meeting or place them in the mail to us at: ACW, PO Box 1836, Hendersonville, NC 28793.

As soon as we get you signed up, we will be in touch about starting your club woodworking journey. We truly look forward to your participation and support.

Please keep this cover sheet and the shop guidelines for your future reference



Membership Application
PLEASE PRINT!

Name: _____ Spouse or Partner: _____

Mailing address: _____ City _____ State _____ Zip _____

Home phone: (____) _____ Email: _____

Cell phone: (____) _____ Emergency contact name: _____

Emergency phone: (____) _____

How did you hear about ACW? _____

What is your woodworking experience level? ☐ Beginner ☐ Intermediate ☐ Expert

What are your woodworking interests?

- | | | | |
|--|---|------------------------------------|--|
| <input type="checkbox"/> Toy-making | <input type="checkbox"/> Woodcarving | <input type="checkbox"/> Design | <input type="checkbox"/> Tool Collecting |
| <input type="checkbox"/> Model building | <input type="checkbox"/> Woodturning | <input type="checkbox"/> Joinery | <input type="checkbox"/> Wood Collecting |
| <input type="checkbox"/> Crafts | <input type="checkbox"/> Intarsia/marquetry | <input type="checkbox"/> Furniture | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Scroll/fretwork | <input type="checkbox"/> Pyrography/Woodburning | <input type="checkbox"/> Finishing | _____ |

Other talents or experience that you could share with us?

- | | | | |
|--|---|--------------------------------------|------------------------------------|
| <input type="checkbox"/> Accounting | <input type="checkbox"/> Teaching/mentoring | <input type="checkbox"/> Fundraising | <input type="checkbox"/> Computers |
| <input type="checkbox"/> Supervision | <input type="checkbox"/> Publicity/Public Relations | <input type="checkbox"/> Machinery | |
| <input type="checkbox"/> Others: _____ | | | |

Tell us about yourself (occupation / career, how long you've been in the area, where have you lived before, other interests, etc.)

(continue on reverse if needed)

☐ I have read and agree to attached Liability Waiver and Safety Agreement

Signature: _____

SUPERVISORS: Please file in Membership Director's Folder in tan box.

Date received: _____

Amount of Dues paid: \$ _____

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LIABILITY WAIVER

As a participant in a workshop, seminar, educational class, or otherwise using the shop facilities and equipment of Apple Country Woodcrafters (ACW), I agree to abide by all Shop Rules and Guidelines as adopted by ACW. I understand that ACW maintains a program of training and certification for safe equipment operation and that each ACW Shop participant is required to obtain that training and certification before operating any machinery in the shop. I agree to promptly notify ACW Officers of any change in my physical or mental condition that may impair my ability to engage safely in any ACW shop activities. Whenever requested, I agree to participate in a confidential assessment by an ACW Officer or Shop Supervisor to assess my physical and/or mental fitness to participate in the use of its shop facilities. If ACW determines, at its sole discretion, that my physical and/or mental condition presents any risk to myself and/or others, ACW may suspend, terminate, or refuse to renew my participation in the ACW Shop activities. Any violation of ACW Shop Rules and Guidelines or the terms of any written agreement with ACW may result in the suspension, termination, or non-renewal of my participation in the ACW shop and club.

By signing this document, I agree to assume all risks of, and take full responsibility for, my actions and omissions while participating in ACW Shop activities. I hereby release ACW and its Officers to the fullest extent allowed by law. I further and hereby release ACW and its Officers from any and all liability, claims, demands, damages, actions, suits, proceedings, losses and/or related causes of action that may arise from my accidental injury or death associated with my participation in the ACW Shop activities and/or use of ACW property and equipment.

Printed Name _____ Date _____

Signature _____

E-Mail Address _____

Officer's Signature _____

**APPLE COUNTRY WOODCRAFTERS
P.O. Box 1836, Hendersonville, NC 28793**



GENERAL SAFETY PROCEDURES AND AGREEMENT

This document does not replace the specific safety and operation instructions associated with individual machines or the shop environment. **Failure to comply with these procedures may result in the loss of shop privileges.**

1. It is the responsibility of all members to observe and help to enforce the safety rules of Apple Country Woodcrafters ("ACW").
2. If you observe an unsafe act, notify the Shop Supervisor immediately. Always comply with the directions and requests of the Shop Supervisor.
3. You must have "ACW certification" on each machine before using it. If you are not familiar or comfortable with the operation of a machine, consult the Shop Supervisor. **It is the responsibility of each member to obtain the appropriate training and certification to operate the equipment in the shop.**
4. No one may use any machines without a Shop Supervisor on duty and with a minimum of two people present.
5. **Eye protection is required to be worn when operating all shop equipment. Hearing protection is strongly recommended when needed.**
6. Do not disturb anyone when they are using a machine. Wait until the machine is stopped before getting their attention, unless the member using the machine is performing an unsafe act.
7. Check to see that work areas are clean, with no loose items on the machine or on the floor around the work area. Be aware of electric cords and air hoses.
8. Inspect equipment prior to use to insure proper operating condition. Guards are not to be removed or disabled. Notify the Shop Supervisor if problems are found with any shop equipment.
9. Be aware of any fire hazard. Aerosol spray cans are permitted, but no other spraying. Rags and brushes used in finishing must be placed in a bucket containing water. **NOTE: Potentially flammable items must be taken with the member when leaving the shop.** Plastic bags are available for the transport of these materials, if needed. **Do not put flammable materials in shop trash containers.**
10. The ACW Shop is a non-smoking facility.
11. Wear proper clothing. Loose clothes, especially long sleeves are to be avoided. Shoes should have good traction and offer some protection from falling objects. Long hair should be secured out of harm's way. Jewelry should not be worn while operating shop machines, especially lathes.
12. Know the location of all exits, fire extinguishers, and the shop First Aid kit. Notify the Shop Supervisor immediately of any injury, especially if blood is present.
13. Do not use the shop when excessively fatigued or when under the influence of drugs or alcohol. Recent changes in prescription medication could affect the member's level of alertness and require some consideration.
14. Do not leave any machine that is running unattended. Wait at the machine until the blade/cutters have totally stopped. Always maintain a safe space between any blade or cutter and all fingers or body parts. Use push pads and push handles to control materials through a cut on a machine.
15. Maintain a clean shop. Members are responsible for cleaning the machines they use and the areas around them. All hand tools are to be returned to their proper locations, and all remaining material is to be disposed of or removed from the shop.
16. Notify the Shop Supervisor of any damaged or improperly operating equipment and tools.
17. **I agree to abide by these general safety procedures and all those specific to the tools I am using.**

Printed Name: _____

Signature: _____

Date: _____

ACW Shop Guidelines

Membership

1. **Children in the Shop:** No children under 18 years old are allowed to work in the shop. Children are only permitted to tour the shop with a parent or grandparent in a quick walkthrough.
2. **ACW Members:** All ACW members who use the shop must have 1) paid current dues, 2) completed all required application forms, and, 3) completed tool certification for each specific tool that they will use in the shop. Non-members are not allowed to “try out” or “use” any tools in our shop.
3. **Family Membership:** An ACW membership is a family membership, which allows both spouses or partners, and all college aged children 18-26, to participate at the shop. However, each family member must sign a Liability Waiver and a General Safety Agreement prior to certifying on any equipment.
4. **Tool Certification:** All members, after paying dues and signing all required documentation, must be certified on each specific tool they will use in the shop. Under no circumstance can a tool be used without certification. No certification process is required for the usage of small hand tools. However, if a member is unfamiliar with a tool, please see the Shop Supervisor on duty for instruction.
5. **Recertification:** If a member does not renew their annual dues for 1 year after the date of their previous annual dues payment, and then if they rejoin the club, it is mandatory for them to recertify on all of shop tools that they will use in the shop.

Shop

1. **Personal Storage:** Member’s projects, wood, and personal items are to be stored in cubbies. No personal items are to be stored anywhere else in the shop. Wood purchased from the shop Lumber Store must either be stored in a cubby or removed from the shop. Cubbies are available for a rental fee.
2. **Safe tool usage:** Do not talk to, disturb or distract another member while they are operating shop equipment.
3. **Clean/Organized Shop:** Members are not permitted to leave projects on any workbench in the main room or clean room if they have left the shop for the day. The only projects allowed to be left in those areas must meet the criteria in #4 or #5 below.
4. **Glue-ups left at the shop overnight:** If a member chooses to leave their glue-ups in the shop overnight, that item must be labeled with their name and date, and stored on a table in the clean room. It must be removed the following day when the shop opens.
5. **Large Project Policy:** Large projects that do not fit into a member’s cubby must be approved by the Shop Supervisor on duty prior to being left at the shop. Only a single large project at a time will be approved. If approval is granted, the item must be labeled with the name and date. They can only be stored on the tables, not the workbenches, in the clean room. The project must fit within the area of the table. It must be the top priority of the member to work solely on that large project and no other project during the time period that the large project is taking up space in the clean room. **Exclusion:** Large projects need to be removed from all workbenches and tables in the clean room by 9 AM on all Thursday mornings, the Carver’s time in the shop.

Please keep these shop guidelines for your future reference