

## CRANDALL PUBLIC LIBRARY 3D PRINTER POLICY

The Library's 3D printer is available for educational, workshop, and programming purposes to make three-dimensional objects in plastic using a design that is uploaded from a digital computer file.

### **What is available:**

- MakerBot Replicator Mini+
- Supports PLA build material
- Designs must be in .stl format
- Objects up to 5" w x 5" h x 4" d can be printed in one color. Colors are subject to availability.

### **Who can print:**

- The 3D printer is available for use by all Crandall Public Library card holders.
- Patrons younger than 18 must have a parent/guardian sign the *3D Print Request Form*.
- Printing is available on a first come, first served basis. In times of high demand, the library reserves the right to limit printing.
- Priority will be given to library programs or activities.
- Only designated Library staff or trained volunteers will have hands-on access to the 3D printer.

### **Terms of Use and Copyright:**

- CPL supports the intellectual freedom principles espoused in the Library Bill of Rights and the ALA Code of Ethics.
- The library's 3D printers may be used only for lawful purposes. Users will not be permitted to use the library's 3D printers to create material that is:
  - Prohibited by local, state or federal law.
  - Unsafe, harmful, dangerous, poses an immediate threat to the well-being of others, is obscene, or is otherwise inappropriate for the Library environment. (Such use may also violate the terms of use of the manufacturer.)
  - In violation of another's intellectual property rights. For example, the printers will not be used to reproduce material that is subject to copyright, patent or trademark protection.
- The library reserves the right to refuse any 3D print request.
- Supervision of the use of the 3D printer by library staff does not constitute knowledge, or acknowledgement, of any potential final use of the 3D product, and the Library specifically disclaims any knowledge thereof.

### **Cost of printing:**

- The cost of printing is 20¢ per gram.
- Patrons will be notified when their print job is complete and must pay for print jobs before they will be turned over.
- Objects which are not picked up within 14 business days will be discarded or recycled.
- Users will not be charged in cases of mechanical failure, objects failing to fully print, errors in the print process, or other factors not in a customer's control.
- Refunds will not be given if an object does not print correctly due to design errors. Patrons may not demand a new print in place of the original due to dissatisfaction with color, scale, quality, design, required support material, or other options pre-selected by the customer.

### **Quality:**

- 3D printed objects may have small bumps, holes, and/or rough edges. These can be cleaned up using fine sand paper.
- Objects are printed from the bottom up. If a design has a large overhang or suspended parts, support material and/or rafts may be used. These additions are easily removed by the patron. The Library will not be responsible for removing any supports and/or rafts.

**Contact:** For questions about the 3D printer, contact the Reference Department at 518-792-6508 x3.

*Approved by the Crandall Public Library Board of Trustees, August 26, 2015*

Updated 10/31/18