Franklin County Public Library System
3D Printer Policy and Procedure

The Franklin County Public Library System maintains and furnishes a 3D Printer for sole use by library patrons (individuals with Franklin County Public Library cards in good standing).

PurposeThe library strives to offer community access to new and emerging technologies, such as 3D printing, to inspire a new interest in creation and collaboration @ your library. We wish to help the community bring their creations to life. This policy establishes how and under what circumstances the public may use the library's 3D printer.

Policy

The library's 3D printer is available to the public for educational purposes to make three-dimensional objects in plastic using a design that is uploaded from a digital computer file.

I. The library's 3D printer may be used for lawful purposes only. Patrons will not be permitted to use the library's 3D printer to create material that is:

a. Prohibited by local, state or federal law.

b. Unsafe, harmful, dangerous or poses an immediate threat to the well-being of others. (Such use may violate the terms of use of the manufacturer.)

c. Obscene or otherwise inappropriate for the library environment.

d. In violation of another's intellectual property rights. For example, the printer will not be used to reproduce material that is subject to copyright, patent or trademark protection.

II. The library reserves the right to refuse any 3D print request.

III. Cost: 3D printing at the library will cost $.25 a gram to offset the cost of the filament.

IV. Items printed from the 3D printer that are not picked up within 7 days will become the property of the library. Items must be picked up by the individual who printed them.

V. Patrons may only use the printer alongside designated library staff or volunteer coaches.

VI. Patrons wishing to use the 3D printer must have a library card in good standing.

VII. Supervision of the use of the 3D printer by library staff does not constitute knowledge, or acknowledgement, of any unapparent final use of the 3D product, and the library specifically disclaims any knowledge thereof.

Procedures

The procedure for printing from the library's 3D printer is as follows:

I. Design creation:

a.The 3D printer can only be used during designated times when library staff or volunteer coaches are available.

b. Any 3D drafting software may be used to create a design as long as the file can be saved in .stl, .obj, or .thing file format.

c. The library has a computer available with software that may be used to create a design.

d. Digital designs are also available from various file-sharing databases such as Thingiverse.com.

e. Files may not be dropped off to be printed. The 3D printer is for educational purposes and patrons must help to get the print started. They may come back later to pick up the finalprint.

II. Please note that procedures governing the use of the library's 3D printer are subject to change.

Disclaimer
While Franklin County and the Public Library makes every effort to oversee the use of the equipment, such usage is not under the direction or control of the library or Franklin County. Neither the library nor the County is responsible for any object created with the use of said equipment, including any harm or injury incurred as a result of any usage of said equipment.
Franklin county does not allow or endorse any 3D printing activity that infringes on intellectual property or copy righted material. Individuals that use Franklin county technology, including 3D printing, take full responsibility for any user or activity that violates laws.

AGREEMENT
By signing this Policy, I indicate that I understand the terms of this Policy and Procedure and agree to abide by it when using the equipment.

_____
Printed Name

_____   _____
Signature   Date

_____
Parent or Legal Guardian's Printed Name

_____   _____
Signature   Date