3D PRINTING POLICY

The 3D printer is available to for use by all library patrons over the age of 10, under the supervision of library staff. Printing is done on a first-come-first-serve basis.

SUBMITTING A DESIGN FOR PRINTING

1. Patrons wanting to use the 3D Printer must fill out our online *3D Print Submission Form* and submit their file in one of the form named formats.
2. Library staff will review the file and send a confirmation email to the address provided. The confirmation will inform the patron of the cost of the print, indicate the approximate date of printing, and instructions for canceling a print.

COST FOR PRINTING

The Library does not charge for the use of the printer, only the cost of the filament used, including the brim. The 3D Printer software will identify the cost prior to printing, and the amount charged will be rounded up to the nearest $1.

TERMS OF USE

- Patrons must pay for prints upon pick-up. Prints will be kept by the library for 7 days. After 7 days, the prints will be considered abandoned and disposed of by the library.
- Each patron is allowed up to 4 hours of free printing time per week.
- The Library will not remove the brim and supports from the design, it is the responsibility of the patron.
- It is the patron's responsibility to determine if the intended use violates copyright laws.
- Patrons using the 3D printer must use the 3D printer for lawful purposes and abide by all applicable copyright laws. No weapons or weapon components may be printed. Library staff reserve the right to decline any printer request for any reason.

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