

### **3D Printing Procedures/Agreement:**

- The Library's 3D printers may be used only for lawful purposes. The public 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 or poses an immediate threat to the well-being of others (i.e. guns and weapons).
  - Obscene or otherwise inappropriate for the Library environment
  - 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.
- Only designated Library staff and volunteers will have hands-on access to the 3D printer. Special permission may be given to individuals who have had prior training by Library staff.
- Southern Oklahoma Library System staff have the sole discretion to determine the order in which 3D models are printed.
- If a 3D model consists of multiple separate parts, each part will constitute a single item.
- Because of limited staff and hardware resources, SOLS can't guarantee completion times.
- The Library is not liable for any malfunctions or misprints.
- The Library will view all files in authorized software before printing.
- **How much do 3D prints cost and when do I pay?**
  - 3D prints cost \$.10/gram (rounded to the nearest gram)
    - Patrons ages 17 and under are allowed one free print per week up to 30 grams, if they want to print off something larger, they will be responsible for paying the difference.
  - Payment is due at time of pickup
  - If a print is not picked up within the week, the cost of the 3D print will be added to the patron's account
  - If there are errors in the final print, the patron is still responsible for paying for what was printed.
  - Fees will only be waived or refunded for mechanical error.
  - If the print is not picked up within 30 days of notification that it is ready for pick up, it becomes property of the Southern Oklahoma Library System.
- **What do I need for 3D printing?**
  - A Southern Oklahoma Library System card in good standing
  - Persons wanting to use the 3D printer shall bring their file (in .stl or .obj format and no larger than 25MB or an item on Thingiverse.com) measuring 9" wide by 9" long by 9" in height and a maximum of 6 hours to print (print time exceptions can be made on a case by case basis at the discretion of staff)..
- Patrons must use library supplied filament
- 3D prints are not food-safe and it is not recommended to use 3D printed objects for food.

**\*Disclaimer of liability:** By using the Library's 3D printing services, you agree to assume the risk of, and acknowledge that SOLS disclaims all liability for, any and all injuries (including death) resulting from use of 3D models created using equipment owned by the Library. You also agree that 3D models possess certain inherent weaknesses and limitations and may not be suitable for all applications, including, without limitation, those for which they are designed and intended. You further agree to assume the risk of, and acknowledge that the SOLS disclaims all liability for, damages or claims for infringement of intellectual property rights arising from your use of the Library's 3D printing services.

**Patron signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_