



## 3D Printer Policy & Guidelines

The Amargosa Valley Public Library, as part of its mission, provides community access to emerging technologies such as 3D printing. The Library has a MakerBot Replicator + that melts a plastic filament to make three dimensional objects from a digital design.

### Policy

- I. The Library's 3D printer is available to the public to make three-dimensional objects in plastic using a design that is uploaded from a digital computer file.
  - a. 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:
    - b. Prohibited by local, state or federal law.
    - c. 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.)
    - d. Obscene or otherwise inappropriate for the Library environment.
    - e. 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.
- II. The Library reserves the right to refuse any 3D print request.
- III. Items printed from Library 3D printers that are not picked up within 7 days will become property of the Library. Items must be picked up by the individual who printed them.
- IV. 3D printer use is limited to Amargosa Valley Public Library card holders in good standing.
- V. Only designated Library staff and volunteers will have hands-on access to the 3D printer.

VI. The Library is not liable for any malfunctions or misprints.

VII. Cost: 3D printing at the Library is free for participants in the Reading Program, thanks to a grant from the Library Services and Technology Act, administered in Nevada by the State Librarian. For all other library patrons, the cost \$0.05 per gram to offset the cost of filament.

VIII. 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 printers is as follows:

### I. Design creation:

- a. Creating a new design requires an advanced knowledge of 3D modeling software products. Video tutorials that accompany CAD programs can be of assistance.
- 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. Digital designs also are available from various repositories such as Thingiverse.com.
- d. Object cannot be any bigger than 9.9" x 7.8".

### II. Make a printing appointment: call 775.372.5340

- a. Persons wanting to use the 3D printer shall bring their file (in .stl, .obj, or .thing file format) (*no larger than 25 MB*).
- b. If there is high demand, the Library staff will add the model to the printing queue.
- c. The Library will view all files in MakerWare or other authorized software before printing.
- d. Wait/pickup time: Items may be picked up at the Amargosa Valley Library front desk. It is sometimes difficult to estimate exact print times. Library staff will make an educated guess about the length of a job upon request.

III. You must be present at your 3D printing appointment. Library staff will teach you how to use the 3D printer to get your object started. To learn how to create designs,

we can provide you with a list of helpful tutorials. We do recommend you either stay for the length of your print, or check in with your print periodically.

IV. Please note that the procedures for the use of the Library's 3D printers are subject to change.

#### Definitions

- 3D printing: the process of making a physical object from a digital model.
- 3D printer: a 3D printer uses melted plastic to produce objects designed on a computer.
- CAD: Computer Assisted Drawing

**I have watched the recommended instructional videos on the Amargosa Valley Public Library's website or I attest that I have sufficient knowledge/experience to use the 3D printer safely and appropriately.**

Name \_\_\_\_\_

If under 18 parents Name \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_

**By my signature, I hereby assume all risks of personal injury involved in this activity. I do hereby agree to release and hold harmless the Amargosa Valley Public Library, and the staff and volunteers of all liability for any injury that may occur, to the extent permissible by law.**

\_\_\_\_\_  
Signature (Parent or Legal Guardian, if under 18)

Children ages 12 and under must be accompanied by parent or legal guardian per Library Policy.