

## Leach Public Library 3D Printing Policy

In the interest of offering the community access to new and emerging technologies, the Leach Public Library will provide 3D printing as a staff mediated service.

- I. 3D Printing at the Leach Public Library is available to all current library card holders in good standing.
- II. The Library's 3D printer may be used only for lawful purposes. Library members 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 printers will not be used to reproduce material that is subject to copyright, patent or trademark protection.
- III. All 3D printing must be done under the direct supervision and approval of Library staff.
- IV. The Library reserves the right to refuse any 3D print request.
- V. Cost:
  - a. PLA/HIPS: There is a minimum print charge of \$3.00, which allows printing up to one ounce. Cost per additional ounce is \$2.00/ounce.
  - b. ABS: There is a minimum print charge of \$5.00, which allows printing up to one ounce. Cost per additional ounce is \$3.00/ounce.
  - c. Library staff will only be able to provide an estimated cost before printing. Final charges will be based on completed 3D print weight.
  - d. All completed 3D prints must be paid for at time of pick-up. No refunds will be given for completed 3D prints.
  - e. If estimated 3D print project cost is \$15.00 or more, 50% of estimated project cost must be paid prior to printing.
- VI. 3D Printing will be done on a first come/first serve basis. Prints over four hours will be subject to Library staff approval and printer availability.