



3D Printer Policy

Approved by the Joint Board of Library Trustees May, 11, 2023.

Purpose:

The Hamilton-Wenham Public Library strives to offer community access to new and emerging technologies, such as 3D printing, to inspire a new interest in creation and collaboration. 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 to make simple three-dimensional objects in plastic using a design that is uploaded from a digital computer file.

The Library's 3D printer may be used only in compliance with the terms of this Policy and only for lawful purposes. Patrons will not be permitted to use the 3D printer to create materials that are: prohibited by local, state or federal law; unsafe, harmful, dangerous, or pose an immediate threat to the well-being of others, including weapons of any kind; obscene or otherwise inappropriate for the library environment; in violation of another's intellectual property rights (materials that are subject to copyright, patent, or trademark protection). The 3D Printer is to be used only for personal use and not for commercial items.

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

Patrons may only access 3D printer services alongside designated library staff.

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

The library does not guarantee patrons privacy during the 3D printing process as printing is done in public areas.

By using the Library's 3D printing services, you agree to assume the risk of, and acknowledge that the Library disclaims all liability for, any and all injuries (including death) resulting from the use of the 3D models created using the 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 Library disclaims all liability for, damages or claims for infringement of intellectual property rights arising from your use of the Library's 3D printing services; and any such claims shall be your fully responsibility.

The Hamilton-Wenham Public Library disclaims and excludes all warranties, whether express or implied, associated with 3D models produced and/or designed using its equipment.

Procedure:

- Patrons may submit a digital .stl file using the online form on the Library website.
- The file may not take more than eight hours to print.
- Users agree to pay a materials fee of \$.10 per gram of filament used for the project.
- A librarian will handle printing the file. The patron then has a week to pick up the printed item. If the item is not picked up in time the printed item becomes property of the library.