

Nicholas P. Sims Library  
Waxahachie, Texas

3-D Printer Use Policy

Introduction:

The Nicholas P. Sims Library maintains and furnishes a 3-D printer for use by library patrons (individuals with Sims Library card in good standing). The 3-D printer is a resource available for educational and personal use, and is NOT to be used for commercial purposes or to manufacture or copy materials or goods to be sold to the public at large. Use of the 3-D printer shall be subject to these policies and procedures, as well as the Library's Acceptable Use Policy governing computer and computer access, and any other policies/procedures of the library.

Purpose:

In keeping with our mission, supporting the educational, civic, and cultural activities of individuals, organizations, and groups in the community. Nicholas P. Sims Library strives to offer community access to new and emerging technologies, such as 3-D printers. This policy establishes how and under what circumstances the public may use the library's 3-D printer.

Policy:

The library's 3-D printer is available to the public for educational purposes to make three-dimensional objects in plastic using a design that is uploaded from a digital computer file. No policy can foresee every instance in which the 3-D printer may be put to use, and the library reserves the right to amend these policies at any time, or in order to respond to a specific situation. Generally, though the following guidelines shall be followed:

1. The library's 3-D printer may be used for purposes that are lawful and/or safe. Patrons will not be permitted to use the library's 3-D printer to create material that is:
  - a. Prohibited by local, state or federal laws.
  - b. Unsafe, harmful, dangerous or poses an immediate threat to the well-being of the user, or others, including, but not limited to manufacturing of weapons, or any dangerous instrument or object, including any and all deadly weapons and weapons of mass destruction as defined in KRS 500.080. This policy also prohibits the copying and manufacture of all forms of knives, including buck knives and pocket knives. This policy also prohibits the copying or manufacturing of any look alike weapons, parts or pieces of lookalike weapons, or dangerous instruments.
  - c. Obscene or otherwise inappropriate for a library environment.
  - d. In violation of another's intellectual property rights. For example, the printer will not be used to reproduce material that is subject to copyright, patent or trademark protection, or which the manufacturer's labels prohibit copying.
2. In addition to the above, the library reserves the right to refuse any 3-D print request, if in the opinion of the library staff or volunteers the request is unreasonably large or if the request will inconvenience other patrons or staff by making the 3-D printer inaccessible

for an unreasonable period of time. Generally, all projects should be capable of being completed within library hours. Sims Library will not run the 3-D printer after hours.

3. The cost of 3-D printing at the library will cost 15 cents (.15) a gram to offset the cost of the filament. A \$1.00 minimum is required for each project.
4. Items printed from library 3-D printers that are not picked up within five (5) days will become the property of the library and the library will disposed as the library sees fit. The cost will be charged to the library patron's account. Items must be picked up by the individual who printed them.
5. The library is NOT liable for any malfunctions or misprints.
6. Only filament supplied by the library can be used and availability of colors may vary.

Procedure:

The procedure for printing from the library's 3-D printer is as follows:

1. The 3-D printer can only be used during designated times when library staff is available.
2. Any 3-D drafting software may be used to create a design as long as the file can be saved in .stl file format.
3. You must be present at your 3-D printing appointment. Library staff will check your design and if approved will get it started. To learn how to create designs, we can provide you with a list of helpful tutorials.

Disclaimer:

While the Nicholas P. Sims Library makes every effort to oversee the use of the equipment, such usage is not under the direction or control of Sims Library. The library makes no warranties as to the quality, stability or fitness of any object created with the use of the 3-D printer, and is not responsible for any object with the use of said equipment, including any harm or injury incurred as a result of any usage of said equipment.

Approved  
October 21, 2024

Agreement:

By signing this policy, I indicate that I understand the terms of this Policy and Procedure and agree to abide by it when using the equipment.

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Patron Signature

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Date

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Staff Signature

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Date