

San Juan Island Library Patron 3D Printing Agreement

The San Juan Island Library is committed to providing all members of the community with access to new information technologies. Factors considered in the determination will include the technology's relevance, material and maintenance costs, and relative costs of staff and volunteer time. In keeping with the Library's mission, the Library offers 3D printing to the public as prescribed in *Policy 5.6.2—3D Printing*, for a time to be determined by the Director.

1. 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:
 - a. Prohibited by local, state or federal law.
 - b. Unsafe, harmful, dangerous or poses a threat to the well-being of others.
 - c. Inappropriate for the Library environment.
 - d. A weapon of any kind, including blades, guns or gun parts.
 - e. Subject to copyright, patent or trademark protection. ***
2. The Library reserves the right to refuse any 3D print request.
3. Only designated Library staff and trained volunteers will have hands-on access to the 3D printer.
4. Printing is available on a first come, first served basis; however, scheduling of print jobs will be determined by staff as dictated by printer and designated staff availability. If a 3D model consists of multiple separate parts, each part will constitute a single item requiring request for each. Multiple requests may be submitted at one time but they are not guaranteed to print sequentially if requests from other patrons are submitted before their completion. Library staff have the sole discretion to determine the order in which 3D models are printed and will work to manage the print queue equitably. Because of limited staff and hardware resources, the Library cannot guarantee completion times.
5. Cost: A non-refundable \$1.00 fee must be paid when submitting a 3D print request whether a print request is approved, declined, or failed. The total cost for 3D printing is based on the total weight of filament used. Prints over 16 grams will incur an additional \$.06 / gram of filament used. This price includes any rafts/brims/supports generated by the software. Individuals submitting print requests agree to pay for prints costing up to \$5 without approval. If the total cost is estimated to be more than \$5.00, Library staff will contact you for approval. Any balance due will be collected at pickup. Failure to pay the agreed upon cost may lead to revocation of printing privileges.
6. All request must be submitted in **.stl** file format.
7. All print jobs must fit within 25.5 L x 15.5 W x 17.0 H cm (or 10 x 6 x 6.7in) print area. The Library will view all files in authorized software before printing to determine printing feasibility.

8. All print jobs will be a single color.
9. Library staff or volunteers may or may not remove rafts or supports included in any project.
10. Print jobs are delivered as is. The Library cannot guarantee model quality or stability, nor confidentiality of designs.
11. Items may be picked up at the Information Desk. Library staff will contact the patron upon print completion.
12. Items must be picked up by the individual who requested them, or by their designee, using valid ID. Items printed from Library 3D printers that are not picked up within 30 days become property of the Library.
13. Please note that policies and procedures governing the use of the Library's 3D printers are subject to change.

***** Notice concerning copyright and other intellectual property restrictions**

The copyright law of the United States (Title 17, United States Code) governs the making of reproductions of copyrighted material.

Under certain conditions specified in the law, libraries and archives are authorized to furnish a reproduction. One of these specific conditions is that the reproduction is not to be "used for any purpose other than private use, scholarship, or research." If a user makes a request for, or later uses, a reproduction for purposes in excess of "fair use," that user may be liable for copyright infringement.

The San Juan Island Library reserves the right to refuse to accept a 3D print request, if, in its judgment, fulfillment of the order would involve violation of copyright or other intellectual property laws.

By submitting a 3D print request, you acknowledge, represent, and warrant as follows:

- **You have read**, understand, and will comply with the notice posted above.
- **You grant permission** to the San Juan Island Library and its agents to reproduce reproductions and return them to me, and I have the legal right and authority to grant this permission.
- **You will use** the reproduction only for private study, scholarship, or research.
- **You will not use** the reproduction for any commercial purpose or allow any third party to do so.