



*Serving all of  
Robertson County!*

## **The Stokes Brown Public Library 3D Printing Policies and Procedures**

The Stokes Brown Public Library's 3D 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 supplied by the patron.

- The 3D printer may be used for lawful purposes only. Patrons will not be permitted to use the printer to create objects that are:
  - Prohibited by local, state, or federal law.
  - Unsafe, harmful, dangerous, or pose a threat to the well-being of others (i.e. guns, knives, or other possibly lethal weapons).
  - Obscene or otherwise inappropriate items for the library environment.
  - In violation of another's intellectual property rights. For example, materials that are subject to copyright, patent, or trademark protection.
  - Objects larger than the print area of the printer.
- The Stokes Brown Public Library reserves the right to refuse any 3D print request.
- Cost: 3D printing at the library will cost \$1.00 per object plus 10¢ per gram to offset the cost of the filament and maintenance of the 3D printer.
- Items must be picked up within seven days. A requesting patron who does not pick up their prints will forfeit their rights to future use of the 3D printer.
- Patrons may only use the 3D printer alongside designated library staff.
- 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.
- Library staff are not available to assist with the design of the computer file to be printed. Design is the responsibility of the patron.
- Files may not be dropped off to be printed. The 3D printer is for educational purposes only and patrons must help to get the print started. They may, however, come back later to pick up the final print.
- Same day printing is not assured. Print times are estimates and cannot be guaranteed. Print jobs projected to last after closing time will not be allowed.
- The requesting patron must pay for the 3D print before it will be released to them. The requesting patron is responsible for all errors that occur during the printing process. If the object does not print correctly due to design errors, it is the responsibility of the user to pay for the object. It is recommended that before you submit your file, you utilize software that checks for errors and helps to repair them.
- The patron is responsible to clean the printed object. Small bumps or holes and rough edges on the object may occur. These can be cleaned with fine sand paper or other tools.

## Disclaimer

The Policy and Procedures may change at any time. While the Stokes Brown Public Library Staff make every effort to oversee the use of the equipment in the printing of the object, the use of the printed object upon completion is not under the control of the Stokes Brown Public Library. The Library is not responsible for any object created with the use of the 3D printer, including any harm or injury incurred as a result of any usage of the 3D printer or the object which is printed.

**By signing this Policy, I indicate that I understand the terms of The Stokes Brown Public Library 3D Printing Policies and Procedures and agree to abide by it when using the equipment. I relinquish and responsibility on behalf of the Stokes Brown Public Library's liability in the printing process or the use of the printed object.**

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Legal Guardian (if user is under 18)

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

APPROVED: 5/9/2025