

Baraboo Public Library 3D Printer Procedure & Policy

3D Printing Procedure

3D printing is available to all library patrons. The 3D printer and print management software itself will be operated by properly trained library staff or volunteers at the discretion of the Adult Services Librarian. The procedure for submitting and printing an object is as follows:

1. A patron will provide staff with a STL, OBJ, or THING file of the object on a USB drive.
2. Staff will upload the file to the MakerBot Desktop software for preparation. The maximum size for objects to be printed is 9.9" x 7.8" x 5.9".
3. Objects will only be printed in PLA plastic filament purchased by the library in the colors on hand. **THE PLA PLASTIC USED FOR 3D PRINTING IS NOT FOOD SAFE.**
4. Patron will pay for object in advance. The cost per object is \$0.10 per gram for True Colors and \$0.25 per gram for specialty colors (i.e., translucent colors, glow-in-the-dark, and pastel colors). In the event the object is not printed to the user's satisfaction, the Library will not refund the payment.
5. Object weight will be determined by the estimate given in the print preview mode of MakerBot Desktop rounded down to the nearest gram.
6. Patron must pick up their object within seven days. Objects that are not picked up become the property of the Baraboo Public Library and may be discarded.
7. Objects that were designed as part of library programming will be given printing priority over general printing requests. Same-day printing of an object is not assured.

3D Printing Policy

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
- In violation of another's intellectual property rights; for example material that is subject to copyright, patent, or trademark protection
- Unsafe, harmful, dangerous, or that may pose an immediate threat to the wellbeing of others; for example, guns, knives, or other possibly lethal weapons (Such use may violate the terms of use of the manufacturer).
- In violation of the Baraboo Public Library Conduct Policy

The manufacture of parts of weapons or replicas of weapons, either real or imaginary, is prohibited.

The Library reserves the right to refuse any 3D printing request. Any violation of this policy may result in a permanent ban from using the 3D printing equipment.

The Baraboo Public Library and the City of Baraboo are NOT responsible for the creation or use of any object printed with the 3D printing equipment, including any harm or injury incurred as a result of using the object.

NOTICE WARNING CONCERNING COPYRIGHT AND OTHER LEGAL RESTRICTIONS:

The copyright (Title 17, United States Code), intellectual property (patent law for example under Title 35, United States Code) and other laws of the United States may govern the making of photocopies or other reproductions of content protected by copyright, patent and other laws. Libraries and archives furnish unsupervised photocopy or other reproducing equipment for the convenience of and use by patrons.

Under 17 U.S.C. § 108(f)(2) the provision of unsupervised photocopy or reproducing equipment for use by patrons does not excuse the person who uses the reproduction equipment from liability for copyright infringement for any such act, or for any later use of such copy or phonorecord, if it exceeds fair use as provided by section 107 or any other provision of the copyright law, nor does the provision of unsupervised photocopy or reproducing equipment for use by patrons excuse the person who uses the reproducing equipment from liability for patent, tort (such as products liability) or other laws. This institution reserves the right to refuse to make available or provide access to photocopy or other reproducing equipment if, in its judgment, use of such equipment would involve violation of copyright, patent or other laws.

This procedure and policy is subject to change without notice.

Adopted by the Baraboo Public Library Board of Trustees December 20, 2016.