

## **3-D Printing Policy**

The Ledyard Public Library offers a 3-D printer to the public for the purpose of making three-dimensional objects in plastic using a design that is uploaded from a digital computer file.

1. The Library's 3-D printers are available to the public for lawful purposes. The public will not be permitted to use the Library's 3-D printers to create material that is:
  - Prohibited by local, state or federal law.
  - Unsafe, harmful or dangerous or poses an immediate threat to the well-being of others.
  - Inappropriate for the Library's environment.
  - In violation to another's intellectual property rights. For example, the printers will not be used to reproduce material that is subject to copyright, patent or trademark protection.
2. Supervision of the use of the 3-D printers by Library staff does not constitute knowledge, or acknowledgement, of any unapparent final use of the 3-D product, and the Library specifically disclaims any knowledge thereof.
3. The Library reserves the right to refuse any 3-D request.
4. The Ledyard Library is not responsible for any damage, loss, or security of data arising from the use of our computers, including any 3-D files, nor is it responsible for the functionality or quality of content produced on the 3-D printers.
5. The 3-D printers operate by melting plastic. The temperature of the print head gets extremely hot at the time of printing. The device also contains rapidly moving exposed gears. The Ledyard Public Library, its officers, employees, volunteers, and boards are not liable for any loss, damages, or bodily injuries resulting from the use of the 3-D printer.
6. The 3-D printer requires occasional maintenance to function properly. Patrons will not attempt any repairs, and must consult the Library staff immediately if any malfunction is experienced.
7. The cost for 3-D printing is established by the library and calculated per gram of filament used, based on software estimates at the time of file creation. The price will be posted before printing, and applies whether a patron is using the 3-D printer on his or her own, or if a file is submitted to the Library staff to print.

Approved by Ledyard Library Commission 10/15/2018