BURNHAM LIBRARY

POLICY STATEMENT

3D Printer

The Library desires to offer community access to new and emerging technologies such as 3D printers to inspire a new interest in design and help the community to bring their creations to life. This policy establishes how and under what circumstances the public may use the Library’s 3D printers.

The Library’s 3D printers are available to the public to make three-dimensional objects in plastic using a design that is uploaded from a digital computer file.

* 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:
	+ Prohibited by local, state or federal law.
	+ Unsafe, harmful, dangerous or poses an immediate threat to the well-being of others. (Such use may violate the terms of use of the manufacturer.)
	+ Obscene or otherwise inappropriate for the Library environment.
	+ In violation of 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.
* The Library reserves the right to refuse any 3D print request.
* Cost: 10 cents a gram payable before the print is started (subject to change)

The procedure for printing from the Library’s 3D printers is as follows:

* Design creation:
	+ Any 3D drafting software may be used to create a design as long as the file can be saved in .stl, or .obj, file format.
	+ Digital designs also are available from various file-sharing databases such as Thingiverse.com.
* Submitting a design for printing:
	+ Persons wanting to use the 3D printer shall bring their file (in .stl, .obj file format) to the Library during open hours. The files will be readied for printing in Cura. The Library will view all files in Cura.
	+ If there is high demand, the Library will schedule only one print per day per person or entity.
	+ Wait/pickup time: Items may be picked up at the front desk. It is sometimes difficult to estimate exact print times. Library staff will make an educated guess about the length of a job upon request.
* Please note that procedures governing the use of the Library’s 3D printers are subject to change.

Approved by Board of Trustees 9/20/2018