

3D Printing Policy
Approved by Highland Township Public Library Board June 4, 2019

In keeping with its mission to Enrich, Inspire and Empower, the Highland Library is creating opportunities for library users to learn new technologies, to exercise their imaginations, and to design and create within parameters of new and emerging technologies such as 3D printing.

3D printer use is available to Highland Library cardholders and subject to policy set by the Library Board, including the Patron Responsibilities & Rules of Conduct and Internet Access policies.

Fees, based on product weight and printing time, will be charged to cover the cost of printing materials and payment must be received before the item is printed. Printing fees for projects that are part of an organized library program may be waived.

Patrons will not be charged for prints that fail due to hardware or software malfunction or error. However, the Library is not responsible for minor defects or imperfections in the printed product that are a result of the design file. Some finishing may be required by patrons to complete their product.

The Library's 3D printer may be used for lawful purposes only. Users may not create objects that are considered harmful, dangerous, obscene or in violation of any copyright, patent, trademark or library policy.

By submitting objects for printing, library users assume all responsibility for compliance of their design with copyright, trademark and patent laws, and shall hold the Library harmless in any related violations.

Library staff will review all files submitted before printing. The library does not guarantee users complete privacy during the 3D printing process as printing may be done in a public space.

The Library reserves the right to refuse any 3D printing request, and/or to limit the maximum amount of time any print job may take. Appeals of the denial of a print request may be made to the Highland Library Board of Trustees.