

3D Printing Submission

West Caldwell Public Library

Printer: Ultimaker 2+

The West Caldwell Public Library offers 3D printing to the public to create three-dimensional objects in plastic using a design that is uploaded from a digital computer file. Students in the greater West Essex school districts or those with a valid West Caldwell Public Library card can submit a design for approval via USB Drive to the 3D Printing Coordinator. Fitness for a 3D Print is determined by the following restrictions:

- The Library's 3D printer may be used only for lawful purposes. The public will not be permitted to use the Library's 3D printer 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.
 - Obscene or otherwise inappropriate for the Library environment.
 - In violation of another's intellectual property rights. For example, the printer will not be used to reproduce material that is subject to copyright, patent or trademark protection.
- Print time is restricted to a maximum of 8 hours per project.
- The West Caldwell Public Library disclaims knowledge for any final use of a 3D Product that has printed to the best of the machine's ability.

The Library reserves the right to reject any 3D print request. Items printed from the Library's 3D printer that are not picked up within 7 days will become property of the Library. Items must be picked up by the individual who printed them. Only designated Library staff and volunteers will have hands-on access to the 3D printer.

3D Print Request
Creator's Name:
Library Card Number:
Phone Number:
Filename to Print:

Printing Fees:

\$5.00 per Project (nonrefundable)

Date Paid: _____ Signature: _____

_____ + \$.50 per ounce of finished product

Ounces of End Product: _____

I have read and agree with all of the responsibility and liability statements and will leave my USB device for staff members to review my 3D design.

Creator's Signature _____

Date ___/___/___

Library Staff Initials _____

Procedures:

The 3D Printing Coordinator will cancel any print that fails within the first 5 layers of the manufacturing process. If the coordinator can identify the cause of failure, they will notify the Creator with updates on the process. Some of these options include:

- If the error was found to be within the manufacturing scope, the ounces of the early failed print will not be charged to the total end product and the print will be restarted.
- If the error was found to be within the designer's scope, the ounces of the early failed print will not be charged to the total end product. We will recommend revisions to the designer and keep the \$5.00 in expectation of a revised design.

If a print fails in spite of prime manufacturing conditions after the first 5 layers, it will be considered a design flaw and the ounces will be charged to the total end product.

approved 11.09.16

West Caldwell Library Board