



62 Chestnut Street, Oneonta, NY 13820 607.432.1980

HML 3D Printing Policy

Please read all the policies below. Policies are subject to change at any time. Acceptance and compliance with these provisions is required to use our 3D printers and related equipment and materials.

Printing Regulations

1. All Users of the 3D printers must provide a Four County Library System library card. Children under the age of 12 must be accompanied by a parent/guardian or caregiver unless they are printing as part of a library supervised program.
2. The Library's 3D printers and scanner may be used only for lawful purposes. Users of our 3D Printers and scanners will not be permitted create material that is:
 - a. Prohibited by local, state or federal law.
 - b. 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.)
 - c. Obscene or otherwise inappropriate for the Library environment
 - d. 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.
3. The Library reserves the right to refuse any 3D print or scan request.
4. Printing will be done on a first come/first serve basis. In all cases we will review your file and a staff member will decide if/when to print.

Payment & Printing Cost

1. Cost to print PLA/HIPS filament is 10 cents per gram.
2. Final charges will be based on estimated 3D print weight from slicing software. If no estimate is available the printed item will be weighed. Rafts and supports are included in the overall cost.
3. Library staff will notify the user if their object will cost more than \$5.00 to print. If an object will cost less than \$5.00, it will be printed without further consent of the user.
4. The cost for failed print jobs will be calculated based on the weight of what is printed.
5. If an item is not printing correctly, the library will allow two attempts to print. If it fails to print correctly on the second try, you will be notified and asked to modify your design.
6. If the estimated 3D print project costs \$10.00 or more, 50% of estimated project cost must be paid prior to printing.

7. All completed 3D prints must be paid for at time of pick-up. No refunds will be given for completed 3D prints. Payment must be made by cash or check. If a completed item is not paid for the cost will be recorded as a fine on the patron's library record.
8. Patrons will be notified when their print job has finished and the project is ready to be picked up. Projects should be picked up within 14 days of receiving this notification; any project not picked up within 21 days will be discarded.

Printing Procedure

1. Models must be in a file format that conforms with the 3D printer.
2. Print objects must require less than 10 hours to print. Multi-piece requests will be considered on a case-by-case basis.
3. The model must fit within the printer's volume.
4. The library is not responsible for any damage, loss, or security of data arising from the use of its computers, equipment or network.
5. The User agrees that the Huntington Memorial Library is not responsible for any manufacturing defects in the quality of workmanship or materials inherent in any of the tools or equipment. The library cannot guarantee confidentiality of designs.
6. Use of the 3D Printers and scanners are subject to all Huntington Memorial Library Policies.
7. Users may reserve a computer for in-house 3D modeling purposes. Use of the computer is subject to availability.
9. Filament color availability may change without notice, and we cannot guarantee that your selected color will be available. In the event that your chosen color is out of stock, we will contact you to choose another color.