

## **BAY COUNTY LIBRARY SYSTEM THREE DIMENSIONAL PRINTING POLICY**

This document establishes guidelines for staff-assisted printing from the 3-D printer. Library users may make items using a design that is uploaded from a digital computer file and have library staff print it. This technology is growing and the Library is pleased to offer the opportunity to create and innovate to our patrons.

The 3-D printer may be used only for lawful purposes. Examples of content that will not be produced includes, but is not limited to:

- Content or objects that are prohibited by local, state or federal law or that violate intellectual property rights
- Content or objects that are unsafe, harmful, dangerous, or pose an immediate threat to the safety and well-being of others
- Content or objects that are inappropriate for the library environment
- Content or objects that are regulated or require a license to use or carry

The Bay County Library System (BCLS) has the right to approve or deny any and all 3-D print requests. By submitting content or objects, the patron agrees to assume all responsibility for, and shall hold the BCLS harmless in, all matters related to patented, trademarked, or copyrighted materials. The BCLS is not responsible for any damage, loss, or security of data arising from the use of its computers, printers or network.

Please contact the IT Department at 989-894-2837 ext 2303 to set up an appointment.

### **Printer charges shall be paid in advance and are as follows:**

**\$5.00 for a job using up to 25 grams of filament**

**\$10.00 for a job using 25-50\* grams of filament**

**\*An additional .25 per gram will be added for items above 50 grams.**