

## MakerStudio Patron Library Agreement

The patron must agree to the following:

### User Eligibility

- Patrons must have a valid HMMPL library card to use the MakerStudio.
- Patrons aged 13 and under may use the MakerStudio if supervised by parent or guardian at all times.
- Patrons must complete mandatory \*New User Orientation and Equipment Safety Training Certification for each tool or equipment before use.
- Patrons must complete and sign the Liability Waiver form and MakerStudio Agreement. Minor patrons must have an adult parent, guardian, or other person with appropriate legal authority sign on their behalf.
- After online training on MakerStudio Niche Academy, Patrons with an HMMPL Library card and Certification with Verification CODE may reserve the use of the equipment in the MakerStudio.

### Printing Fees and Supplies

- Fees for materials will be charged. These fees are subject to change. Please consult the fee schedule on our website for current rates.
- All 3D prints must be paid for at the Circulation Desk BEFORE the print is started.
- Prints must be picked up within 10 (ten) days of completion. Otherwise, they become the property of Hussey-Mayfield Memorial Public Library.
- Print jobs must be completed thirty (30) minutes prior to the library closing time. The printer may not run outside of library operating hours.
- Staff must approve all patron-supplied materials before they are used on machines to reduce the risk of damage to machines or harm to patrons within the MakerStudio.
- Other Supply Fees will be calculated and agreed upon after equipment use. They must be paid for at the Circulation Desk after each session.
- The patron will avoid wasting supplies and materials.
- Except in cases of mechanical failure, objects failing to fully print, errors in the print process, or other factors not in a patron's control, patrons are expected to pay for completed objects and may not demand a new print in place of the original due to dissatisfaction with color, scale, quality, design, required support material, or other options pre-selected by the patron.

### Equipment Use

- HMMPL is not responsible if a project is destroyed, does not print correctly, or does not work.
- Supervision of the use of the 3D printers by Library staff does not constitute knowledge, or acknowledgment, of any unapparent final use of the 3D product, and the Library specifically disclaims any knowledge thereof. The patron understands that HMMPL is not

responsible for any manufacturing defects or the quality of workmanship of any of the tools, materials, or equipment supplied by the library.

- The patron is responsible to pay any costs for all loss or damage to HMMPL property or clean-up expenses.
- Patrons will not modify the MakerStudio hardware or software, or install new programs onto the computers.
- Only HMMPL computers may be connected to library equipment, including 3D printers.
- Computers in the MakerStudio are for use in MakerStudio digital projects only, not for general internet or computer use (i.e, email, social media, general internet browsing, etc.).
- This MakerStudio is provided to promote creativity, innovation, and technology education. The Library encourages patrons to learn new skill sets in this space but does not promote running cottage industries due to extensive use and wear and tear on community equipment.

### Equipment Safety

- Long hair must be tied back and any dangling items, like jewelry, are to be secured, covered, or removed before use.
- Appropriate close-toed shoes and clothing must be worn in the MakerStudio.
- Follow all posted operation instructions, safety instructions, and verbal safety requests from Library staff at all times while in the MakerStudio.
- Immediately report any accident, malfunction, or breakdown of equipment or facilities to Library staff.
- In case of an injury, follow HMMPL Safety Procedures. A limited First-Aid kit is available in the MakerStudio.
- If you notice any equipment that looks broken, is functioning incorrectly, or is too hot or causing a fire, take the following steps:
  - Don't turn on the equipment
  - Unplug the equipment
  - Notify Staff
  - Evacuate

### MakerStudio User Conduct

- HMMPL reserves the right to display photographs of printed objects on the library's website and social media. Special consideration for patent or copyright reasons will be considered by the Library Director.
- HMMPL reserves the right to deny MakerStudio access if a patron violates any part of the MakerStudio or any other HMMPL policy, or for any other misuse of the space, as determined by library staff.
- HMMPL is not responsible for any injuries caused by the improper use of equipment.

- HMMPL reserves the right to stop, delete, or disallow the creation of items that violate HMMPL policy, including the creation of weapons, pornography, or illegal items.
- Tools/equipment may be used only for lawful purposes and cannot be used in a manner that creates or supports any activities prohibited by local, state, or federal law. This includes, but is not limited to, the creation of items that are:
  - unsafe, harmful, dangerous, or poses an immediate threat to the well-being of others.
  - in violation of 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.

\*MakerStudio Niche Academy will contain New User Orientation (will include- Scheduling, and Fees) and Equipment Safety Training Certification for each tool/equipment.

Signature: \_\_\_\_\_  Check if 18 or older

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Email Address: \_\_\_\_\_

Check if 13 yrs - 17 yrs

Parent/Guardian Signature \_\_\_\_\_

Printed Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Supervising Staff Name: \_\_\_\_\_