

3D PRINTER POLICY POLICY NO. 18

In keeping with our mission of empowering our community with the tools to grow, connect, and imagine the Walla Walla Public Library offers access to new and emerging technologies. This policy outlines the guidelines for safe and responsible use of the library's 3D printers.

The library's 3D printers are available to the public to make three-dimensional objects using a design that is uploaded from a digital computer file.

1. The public is not permitted to use the library's 3D printers to create material that is:
 - a. Prohibited by local, state or federal law.
 - b. Unsafe, harmful, dangerous or poses an imminent threat to the well-being of others, including but not limited to drug paraphernalia and weapons. (Such use may violate the terms of use of the 3D printer design software.)
 - c. Obscene, sexually explicit, or otherwise inappropriate for the library environment.
 - d. In violation of another's intellectual property rights or the 3D printer design software terms of use.
2. The library reserves the right to refuse any 3D print request.
3. By submitting designs for printing, the patron is representing that he or she is the owner or authorized user of the 3D design.
4. Cost: 3D printing at the library is at a cost set by the library. This cost is designed to make 3D printing accessible to our patrons while recovering some of the operational expenses associated with this service. Before printing library staff will provide an estimated cost. Printing will not begin until approval of cost has been received. Items printed must be paid in full upon receipt.
5. Items will be printed in the order received and wait times are subject to staff schedules.
6. Items printed from library 3D printers that are not picked up within thirty days after completion will become property of the library and may be discarded. The charge for the cost of the print will be added to the patron's account. Design files will be deleted by library staff at the time of printing or at the end of each day.
7. Use of 3D printers requires the assistance of designated library staff or trained volunteers. Damage to the printer will be subject to the library's damaged materials policy.
8. The library's 3D printers are intended for educational, entertainment and prototyping purposes. The library does not provide access to 3D printers for the production or sale of goods. Assistance with the use of the 3D printers by library staff does not constitute

knowledge, or acknowledgement, of any final use of the 3D object. Once in possession by the patron, the library expressly disclaims any and all personal injury or property damage caused by use or misuse of a 3D printed object.

Adopted: February 18, 2025