

LYONS PUBLIC LIBRARY INNOVATION LOCATION POLICY

PURPOSE

The purpose of the INNOVATION LOCATION is to provide library patrons access to innovative and creative tools and technologies that support their educational and personal goals.

ELIGIBILITY

The INNOVATION LOCATION is available to Library patrons ages 8 and up. An adult must accompany users under age 18 at all times. Users under age 18 must have a parent or legal guardian sign the agreement form. A Pioneer Library System library card in good standing is required to use the INNOVATION LOCATION. However, a one time use as a guest is allowed so long as a valid government photo ID is presented.

TERMS OF USE AND COPYRIGHT

The Lyons Public Library 3D printer and 3D scanner may be used only for lawful purposes. The public is not permitted to use the Lyons Public Library's 3D printer to create material that:

- a. Is prohibited by local, state or federal law.
- b. Is 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. Weapons such as guns, gun parts, blades, etc.
- d. Obscene, sexually explicit or inappropriate for the library environment.
- e. Violates the library's Rule of Behavior or the Electronic Resources policy.
- f. Violates another's intellectual property rights. For example, the printer must not be used to reproduce material that is subject to copyright, patent or trademark protection.

RULES of USE

The INNOVATION LOCATION is open during normal library hours but will be shut down 15 minutes prior to library closing. If printing is still going on, it will be stopped by library staff, so please plan the printing time accordingly.

The INNOVATION LOCATION is available on a first come, first serve basis. However, print projects are restricted to 2 hours. It is required that users must watch the orientation video prior to their first use of the equipment.

- * No food or drinks of any kind are permitted.
- * Do not touch any part of the 3D printer while it is heating up prior to use, while printing, or while cooling down. It is EXTREMELY HOT!

- * Use only the tools provided by the library for use with the equipment. The spatula is SHARP on one side. Other tools may damage the printer.
- * The person who has checked out the equipment in his/her name will be considered the main user and is responsible for any damage or misuse of the equipment, even if a group is working on a project together. Users must not leave equipment unattended while it is checked out to them.
- * If the computer is not working or you are having trouble with the equipment, please let staff know immediately.
- * It is the responsibility of the library patrons to delete and/or remove any of their files (digital or print) from library. The library is not responsible for files (digital or print) or any objects left behind.
- * Users must provide their own external storage devices and/or media. All images and files will be removed from the INNOVATION LOCATION computer on a regular basis.
- * The colors available may change without notice, and we cannot guarantee that your selected color will be available.

COST

- * There is no charge for using the 3D scanner or the computer.
- * There is a print cost for the filament. 50 cents for up to 15 minutes of printing, \$1.00 for a half hour, and then 50 cents for every 15 minutes afterwards.

DISCLAIMER

The Library cannot guarantee model quality or stability or confidentiality of designs. Print quality can be effected by any number of variables. The Library does not refund printing fees for completed items which do not come out as intended due to options selected by the individual doing the 3D print, including but not limited to scale, quality, design, required support material, etc.

USER AGREEMENT

First time users must read the INNOVATION LOCATION policy and rules of use and sign the agreement form stating they will comply with the rules and that they are financially responsible for any misuse or damage to equipment. Users younger than 18 must have a parent or legal guardian sign the agreement form and be supervised at all times by a parent or guardian. At the discretion of the library staff, loss of library privileges may occur. Severe violations may result in legal action. Appeal of this decision may go to the Library Board.

USER AGREEMENT FORM

Please print and sign to confirm that you have read, understood, and agree to the INNOVATION LOCATION policies and rules of use. Once signed, bring this form in during your orientation.

By signing this Agreement, you agree to comply with the INNOVATION LOCATION'S policy and rules of use, which you acknowledge to have received. The Lyons Public Library reserves the right to update and modify INNOVATION LOCATION policy and rules of use, and the most recent policies and rules should be reviewed before each use of the facility.

Print Participant Name _____

Participant Signature _____

Date _____

Print Guardian Name _____

Guardian Signature _____

Address _____

Phone No. _____

Email Address _____

Staff Use Only:

I hereby certify that the above user has watched the orientation video. _____

LYONS PUBLIC LIBRARY
INNOVATION LOCATION

LIABILITY WAIVER

You are required to read the following information very carefully and make sure that you understand it fully and sign it before participating in this activity or program.

I, _____, agree to abide by the Lyons Public Library's INNOVATION LOCATION policy and rules of use. I am fully aware that participation in the INNOVATION LOCATION may result in risk of personal injury or harm. In consideration of being granted the opportunity to participate, I hereby agree to release and hold harmless the Lyons Public Library, its officers, employees, volunteers, committees and boards, from and against any and all liability, loss, damages, claims, or actions (including costs and attorneys' fees) for bodily injury and/or property damage, to the extent permissible by law.

This indemnification and hold harmless agreement shall include indemnity against all costs (including without limitation, reasonable attorney's fees and court costs), expenses and liabilities incurred in or in connection with any such claim or proceeding brought thereon and in defense thereof.

I have read and understand this release, indemnification and hold harmless form and I voluntarily sign it. I hereby give permission to the Lyons Public Library for emergency transportation and/or treatment in the event of illness or injury and this release extends to any liability arising in connection with such transportation and/or treatment. I hereby accept responsibility for the payment of any emergency transportation and/or treatment.

Print Participant Name _____

Participant Signature _____

Date _____

Print Guardian Name _____

Guardian Signature _____

Date _____