

## 3-D Printer Policy

The Durham Public Library's 3D printer is available to make three-dimensional objects in plastic using a design that the patron has provided as a digital computer file.

1. The Library's 3D printer may be used for lawful purposes only. The public will not be 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 immediate threat to the well-being of others (Such use may violate the terms of use of the manufacturer).
  - c. In violation of another's intellectual property rights. For example, the printers will not be used to reproduce a material that is subject to copyright, patent or trademark protection.
2. The Library reserves the right to refuse any 3D printing request.
3. The patron will be responsible for the full cost of a successful print including any rafts or supports used. Patron will be charged .10/gram for the material used.
4. 3-D printing staff will notify the patron if their object costs more the \$5.00 to print. If an object will cost less than \$5.00 it will be printed without further consent of the patron.
5. Print-on-demand objects must require less than 6 hours to print each piece. Multi-piece requests will be considered on a case-by-case basis.
6. Only designated Library staff and volunteers will have hands-on access to the 3D printer.
7. The Library reserves the right to review all files before printing and to refuse scanning and/or producing any content that is deemed to be in violation of law or the Library Code of Conduct Policy.
8. Schedule and access to the 3D printer will be determined by Library staff.
9. Supervision of the use of the 3D printer by Library staff does not constitute knowledge, or acknowledgement, of any unapparent final use of the 3D product, and the Library specifically disclaims any knowledge thereof.
10. The Library is not responsible for injury, damage or loss caused as a result of the use of the 3-D printer or any item(s) printed on the 3D Printer.
11. The Library is not responsible for any quality of content produced on the 3D printer.

## Objections to Library Resources

The Library will review, consider and respond to all comments and questions about library materials, services, programming, and policy although greater weight may be given to the requests of eligible cardholders, who are the Library's constituents. Any individual who wishes to provide comments or questions about any item(s) in the collection or the services and programs the Library provides to the community should complete a [REQUEST FOR RECONSIDERATION OF A LIBRARY RESOURCE FORM](#). Requests for reconsideration will be reviewed by the Director who will respond to the requesting individual in writing within thirty days with a decision on the request.

If dissatisfied with the Director's decision, the individual may appeal the Director's decision to the Library Board of Trustees. The appeal must be in writing and filed within 7 days of the Director's written decision by delivery to the Library Director. The Board of Trustees will review the individual's written appeal request, the original Request for Reconsideration of a Library Resource Form and the Director's decision at the next available regular meeting. This may not be the next scheduled meeting if the agenda has already been published or if there is a full agenda already established. The individual will receive a letter with the Board's decision on the appeal within thirty days of the meeting at which the appeal is considered. The Board's decision is final and will remain in effect for a term of five years during which a challenged resource will not be subject to further challenge absent recommendation from the Director.

Approved by the Library Board of Trustees  
05/12/2022