Reviewed and Approved: 07/21/2026

INDIAN RIVER AREA LIBRARY

3D Printing Policy

1. STATEMENT of PURPOSE

   Indian River Area Library (IRAL) offers community access to the emerging technology of 3D printers to encourage discovery of modern design technology and creativity in printed creations. This policy establishes the guidelines and regulations for public use of the Library's 3D printer. This service is not intended to replace professional 3D printing services beyond the scope of the Library's service.

2. GUIDELINES

   A. *Pricing*: Printed items are priced based upon estimated final weight.
      a) Cost per Print: $1.00 per print job, plus 5 cents per gram over 10 grams of weight.
   B. *Scheduling:*
      a) Files are printed on a first-come first-serve basis, and we cannot guarantee that prints will be completed by any given date or time.
      b) Priority printing will be given to Library programs and events.
   C. Any 3D drafting software may be used to create a design. Digital designs are also available from various file-sharing databases such as Thingiverse.com. Acceptable file formats to submit include .stl, .obj, .thing.
   D. Only one print request per person will be accepted and printed at a time.
   E. The print must be smaller than 200 mm high (z-axis) 200 mm deep (y-axis) and 270mm wide (x-axis).
   F. Color preferences may be submitted, but the Library will determine the color of the filament based on availability.
   G. Items that are not picked up after one month (30 days) will become property of the *Indian River Area Library.* Items must be picked up by the individual who submitted the project file.
      a) A charge in the amount of the print's cost will be added to the patron's Library record account for any unclaimed items.
   H. It is not uncommon for prints to fail before completion. In the event of a failed print, the patron is *still responsible for the cost of the partially completed print* at the discretion of the Library.

3. REGULATIONS

   A. A Library staff member shall review each object file before it is cleared for 3D printing.
   B. The *Indian River Area Library* reserves the right to:
      a. Refuse or deny any 3D printing request for any reason.
      b. Set a limit as to the maximum amount of time a print job will take.
      c. Stop printing a request due to time or printer capabilities.

C. Only designated Library staff, volunteers, and patrons who have satisfactorily completed required Library training will have hands-on access to the 3D printer.
    a. To receive training, schedule an appointment in advance via phone, email, or the Library website.
D. The 3D printer may be used only for lawful purposes. Library users may not create material that is:
    a. Prohibited by local, state, or federal law.
    b. Unsafe, harmful, dangerous, or poses an immediate threat to the wellbeing of others.
    c. Obscene or otherwise inappropriate for the Library environment.
    d. In violation of another's intellectual property rights.
    e. Regulated or requires a license to use or carry.
E. By submitting content, the patron agrees to assume all responsibility for, and shall hold the Library harmless in, all matters related to patented, trademarked, or copyrighted materials.
F. IRAL is not liable for injuries, property damage, or failure to function caused by objects or materials made through the utilization of the 3D printer.
G. Since 3D printing is a visual process, complete and total patron privacy is not a possibility. However, the Library will not offer or provide information about a 3D print requester to third parties. Your submission of a 3D printing request shall constitute written consent to disclose the record to the extent that the information cannot be kept confidential.
H. If any of these policies are broken, either intentionally or unintentionally, IRAL reserves the right to deny access to future 3D printing and/or Library access for any of time.
    a. Any patron whose actions and/or intentions result in damage to any equipment is liable for the cost of repairs/replacements.