

FABRICATION POLICY

September 14, 2020September 12, 2022

Rapid City Public Library provides access to various fabrication equipment including 3D printers and technology to encourage creativity, experimentation and learning. Library staff will assist with instruction and support the safe operation of all equipment.

- Priority is given to library-related fabrication. All other requests are filled on a first come, first served basis
- Rapid City Public Library reserves the right to refuse any fabrication or equipment use request. If desired, a patron may appeal such decisions by speaking to the library director, assistant director or their designee
- Library equipment may not be used to create material that is:
 - Prohibited by local, state or federal law
 - Unsafe, harmful, dangerous or poses an immediate threat to the well-being of others
 - In violation of the terms of use of the manufacturer
 - In violation of the terms of any warranty the library may have for the equipment
 - In violation of another's intellectual property rights; for example, the printers may not be used to reproduce material that is subject to copyright, patent or trademark protection
- Items not picked up within 14 days will be retained by the library and may be recycled, discarded, sold, or used as displays
- Fees are described in the [Loan Periods, Fines Lending](#) and Fees Policy
 - Fees will be posted in the makerspace
 - Fabricated items must be paid for in advance, except in instances where the full cost cannot be calculated
 - Except in cases of mechanical failure, patrons are expected to pay for their fabricated objects
 - New fabrications due to dissatisfaction with color, scale, quality, design flaws, required support material, or other options pre-selected by the patron will be charged at the same rate as the original item
 - No additional fabrication requests will be accepted until all outstanding fabrication fees are paid in full

Revisions: September 12, 2022; September 14, 2020; Adopted November 14, 2018