

Briggs District Library  
St. Johns, Michigan  
Makerspace Policy

Special Services

Subject: 3D Printer

Date: Approved June 12, 2025; Revised 1/8/26

The use of the Briggs District Library 3D printers is governed by the following rules and regulations. Patrons wishing to use the 3D printers must read this policy and sign the Makerspace agreement form before they may use the space.

#### Who Can Use the Makerspace

1. Any library patron may use the Makerspace pursuant with the requirements of the policy.
2. Appropriately trained patrons ages 14 and up may use the Makerspace independently. Patrons aged 13 and under may use the Makerspace if supervised by an adult patron at all times. The adult is responsible for the actions of the child.
3. Patrons must have a current Briggs District Library card or photo ID to access the Makerspace.

#### 3D Printing Service

- The 3D printer must be used only for lawful purposes. It may not be utilized to create objects that:
  - Are prohibited by local, state, or federal law.
  - Are obscene or otherwise inappropriate for the library and public environment.
  - Is a weapon such as a sword, knife, gun, axe, or other object appearing to be designed as a weapon.
  - Infringes or violates legal copyright, patent, or trademark.
- A Briggs District Library staff member will review each object file before it is cleared for 3D printing, and the library retains the right to refuse or deny any 3D printing request.
- The print file submitted must be submitted digitally using the Briggs District Library website, in a .stl format.
- Only one print request per person will be accepted and printed at a time.
- Library staff have the sole discretion to determine the order in which 3D models are printed.
- The size of the objects printed cannot exceed the maximum dimensions of the 3D printer required to print them.
- Library staff reserve the right to resize projects unless dimensions are specified in the request.

- Patrons can only use filament supplied by the library. Color preferences may be submitted, but the library will determine the color of the filament based on availability.
- Library staff cannot guarantee completion times. Library staff will contact patrons when printing is complete.
- Patrons will be charged \$1.00 plus \$0.05 for each gram of filament used.
- All 3D models must be paid for in full before being released to patrons.
- Items must be picked up by the individual who submitted the project file.
- The cost of 3D models not paid for and collected within 3 weeks following completion of the print will be charged as a fee against the patron's library account. The model will become property of the Briggs District Library and may be disposed of at the library's discretion.
- Briggs District Library does not guarantee that any 3D model will print successfully. If a print fails due to library staff error or hardware failure, the library will attempt to reprint the object, and the patron will not be charged for the failed attempt. The library may refuse to reprint an object after two unsuccessful attempts.
- Please note that the Briggs District Library 3D printer is a PLA filament printer. It is not suited for particularly small or finely detailed objects, e.g. the kinds of objects intended for resin printing.
- Failure to comply with these policies may result in the immediate end of a patron's Makerspace session and/or suspension of Makerspace privileges.