



Duxbury Free Library Policy: 3D Printing

A 3D printer is a machine for creating three-dimensional models from a computer-generated digital design. Our mission supports both patron interest and contemporary innovation. The Duxbury Free Library prides itself on helping people of all ages build skills and competencies to thrive in a technology-driven world.

This policy establishes how and under what circumstances the public may use the Library's 3D printer.

- Only Library staff have hands-on access to the 3D printer.
- The 3D printer can only be used when Library staff are available to operate it.
- Library staff reserve the right to reject a job for the following reasons:
 - Anything prohibited by local, state, or federal law.
 - Anything unsafe, harmful, or dangerous that poses an immediate threat to the well-being of others.
 - Anything that is too large or complex.
 - Anything that is in a file format incompatible with the Library's 3D printer.
- It is the responsibility of the patron to determine that non-original designs are considered fair use.
- Printing queue order will be determined by Library staff based on the length of a job's print time within the Library's hours of operation.
- Patrons will be notified when their item(s) are ready to be picked up. Finished items may be picked up at the Reference Desk or the Children's Desk. Items not picked up after 14 days will be disposed of.
- Print quality or functionality is not guaranteed.

This policy will be reviewed annually by the Board of Library Trustees and ratified or amended at that time.

Adopted: Library Board of Trustees, 4/14/2015

Last Revised: 12/12/2023