



City of Virginia Beach

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DEPARTMENT OF PUBLIC LIBRARIES

Policies

Title: 3-D Printing	Policy Number: VBPL-POL-0011
Effective Date: June 1, 2016	Date of Revision: August 29, 2017

1.0 Purpose and Need

The Virginia Beach Public Library (VBPL) strives to offer the community access to new and emerging technologies such as 3-D printers as part of its mission to encourage curiosity, innovation, entrepreneurship, and the development of 21st Century skills.

VBPL offers 3-D printing services free of charge to the public.

Staff mediation is required at the beginning and end of equipment reservations.

2.0 Customer Requirements

- Any person with a verified VBPL library card in good standing excluding "Internet Only Library Card" accounts is eligible to request an orientation. Teens and youth must be accompanied by a parent or guardian.
- Any person with a verified VBPL library card in good standing excluding "Internet Only Library Card" accounts is eligible to reserve the equipment. Teens and youth must be accompanied by a parent or guardian.
- Customers must sign a Terms of Use agreement provided during the 3-D Printer orientation in order to make subsequent equipment reservations.
- Customers are responsible for troubleshooting any design errors in their files.
- Customers are required to stay with the equipment for the first 15 minutes of printing to mitigate filament jams. The Library is not responsible for correcting printing errors in the customer's absence.

- Customers are responsible for removing their object from the equipment at the conclusion of the print job. Staff are not responsible for damage or theft of unclaimed objects.

3.0 Printing Parameters

- The 3-D printers use .STL files.
- Objects must be appropriate for printing with PLA filament.
- Objects must be appropriate for printing in the Library environment. Virginia Beach Public Library reserves the right to refuse the printing of any content at any time at the discretion of Library staff.
- Printing is limited to one color. Colors and amounts of available filament are not guaranteed.
- Print times are estimates and are not guaranteed. Printing must conclude thirty minutes before library closing.

4.0 Safety Considerations

- The small nozzle is 400 degrees when printing, making burns a possibility.
- Use of a sharp tool such as a label scraper is needed to remove objects.
- A protective screen around the equipment is required during printing.

Approved by:

Eva Poole, Director of Libraries