

Chester County Library 3D Printer Procedures and Guidelines

The use of Chester County Library (CCL) 3D Printer is available to create three-dimensional (3D) objects in plastic using a design that is uploaded from a computer file.

Guidelines

- The Library assumes no responsibility if the design does not print as expected or encounters an error during printing.
- 3D printer can be used only for lawful purposes. No one will be permitted to use 3D printer 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. (Such use may violate the terms of use of the manufacturer.)
 - In violation of another's intellectual property rights. For example, using equipment to replicate someone else's designs or articles of manufacture may infringe the copyright or patent in those materials.
 - Larger than 6" X 6" X 6"
- Chester County Library reserves the right to refuse any 3D printing request.
- Items printed from a Chester County Library 3D printer not picked up within 7 days will be discarded.
- Printed items can only be picked up by the patron who requested the print.
- No charge to print from the 3D printer.
- Only designated Chester County Library staff will have hands-on access to the 3D printer.

Procedures

- Design creation:
 - The 3D printer can be used with basic knowledge of Computer Assisted Drawing (CAD). Creating a new design requires an advanced knowledge of 3D modeling software products. Video tutorials that accompany CAD programs can be of assistance.
 - Any 3D drafting software may be used to create a design as long as the file can be saved in .stl, .obj, or .thing file format and presented to the staff via external storage media, i.e. a USB drive.
 - The Library has computers with access to online versions of Tinkercad, online versions of 123Design (AutoCAD) and local versions of Photoshop software that may be used to create a design.
 - Digital designs also are available from various file-sharing databases such as Thingiverse.com.
- Submitting a design for printing:
 - Persons shall use their own media to present the file to be printed and must be in the following file formats: in .stl, .obj, or .thing (no larger than 25MB)
 - Files must be submitted to the Jacobs Technology Center (JTC) between 9:00 a.m. – 8:00 p.m. Monday – Thursday, 9:00 a.m. – 4:00 p.m. Friday, 9:30 a.m. – 4:00 p.m. Saturday and 1:00 p.m. – 4:00 p.m. on Sunday.
 - The JTC Staff will review and approve all files.
 - The JTC Staff will add the model to the printing queue.
 - The JTC Staff will determine your pick up time.
 - Currently overnight printing is not permitted.

This project is made possible by a grant from the Institute of Museum and Library Services as administered by the Pennsylvania Department of Education through the Office of Commonwealth Libraries, and the Commonwealth of Pennsylvania, Tom Wolf, Governor.

I (please print) _____ have read and understand the above 3D
Printer Procedures and Guidelines.

Patron Signature

Valid email account

Phone number

Date