



UMATILLA PUBLIC LIBRARY

700 6th Street
P.O. Box 820
Umatilla, OR 97882

Policy Number: 007
Policy Name: 3D Printing Policy
Date Adopted: May 23, 2023
Document Status: Active

3D PRINTING POLICY

1. REQUIREMENTS

- a. Must be a current Umatilla County Special Library District (Umatilla, Adams, Athena, Echo, Helix, Hermiston, Milton-Freewater, Pendleton, Pilot Rock, Stanfield, Ukiah, Weston) or Oregon Trail Library District (Boardman, Heppner, Irrigon) cardholder in good standing.
- b. Must fill out a 3D printing request form online or in person.
- c. Must provide a valid file type (.stl, .obj, or other) or valid ID number from thingiverse.com or printables.com.
- d. Object must be no larger than 10" x 6" x 5".

2. RULES

- a. The 3D printer is not to be used to print:
 - i. Objects prohibited by any local, state, or federal law.
 - ii. Objects that are unsafe, harmful, or dangerous, including but not limited to weapons and drug paraphernalia.
 - iii. Objects that may be considered obscene or inappropriate for a public setting.
 - iv. Objects that violate another's intellectual property rights or copyright.
 - v. Objects that are intended for sale.
- b. The library reserves the right to examine files before printing and the right to refuse any print request.
- c. There is currently no charge for printing, but services are limited to 10 printing hours per person per month.
- d. The 3D printer is not to be touched or used without express permission by staff.
- e. The library is not responsible for any failed or unsuccessful prints.
- f. The library does not claim knowledge of any potential use or misuse of any printed objects and is not responsible for any objects once they are in possession of the patron.
- g. Prints will be performed on scheduled dates in the order they are received and times are subject to change.
- h. Printed objects are to be picked up within one week of the scheduled date unless specifically stated otherwise, after which the object becomes the property of the library.

END OF POLICY

Adopted by the
Umatilla Public Library Advisory Council
May 24, 2023