

# HPL 3D Printing Policy

The HPL Digital Media Lab provides access to new technology, including 3D printing for a fee which is collected at the time of file submission. This is a staff mediated service and is available on a first come, first served basis as well as available staff time.

The HPL Digital Media Lab reserves the right to refuse production of any content at any time at the discretion of Library staff. Examples of specific content that will not be produced include, but are not limited to:

- Content that incorporates sexually explicit material, or infringes upon the safety and security of minors.
- Content that may be construed as having intent to harm. Specifically no weapons, guns, or gun or weapon parts.
- Content that may infringe upon the intellectual property rights of a third party. Items must adhere to copyright restrictions.

By submitting content, the customer agrees to assume all responsibility for, and shall hold the library harmless in, all matters related to patented, trademarked, or copyrighted materials.

The HPL Digital Media Lab is not responsible for any damage, loss, or security of data arising from the use of its computers or network, nor for the functionality or quality of content produced on the 3D printer. Refunds are not permitted.

Patrons will be notified when their print job has been completed, and all files will be deleted from the system at that time. Projects which are not picked up within fourteen (14) calendar days following notification will not be retained.