



3D Printing Policy

Purpose of the Policy

Duchesne County Library System—the Library—endeavors to support community access to technology and skills needed to succeed in the prevalent digital world. 3D printing is one of those technologies; a process that creates physical objects from digital designs. The printing machine prints objects by melting and slowly layering a specialized plastic filament, a process called “additive manufacturing.” This policy outlines approved uses of the 3D printer and the responsibilities of patrons and the Library.

Approved Uses and Responsibilities

The Library provides 3D printing services to the general public; overseen by trained staff and volunteers. Designs are printed on a first come, first serve basis. The cost is a fee per gram of plastic used in the print; which is determined by the size and density of the plastic called for in the design. Dissolvable plastic support layers for complex designs are also charged a fee per gram.

The following designs and objects are prohibited from printing:

- Any item prohibited by local, state, or federal law.
- Any item that is determined by library management to be harmful or dangerous to the physical well-being of others, or obscene in the public library environment.

The Library reserves the right to refuse any 3D printing requests.

The printer may not be used to reproduce material that is subject to copyright, patent, or trademark protections. The patron submitting a design is responsible for ensuring the design is compliant with those laws.

The submitting patron assumes all responsibility and liability for the 3D design and printed items. The quality of the resulting print due to design is the sole responsibility of the patron. Failed prints due to 3D design should be reworked and resubmitted. Failed prints due to machine malfunction will be reprinted at the earliest convenience by staff, without charge to the patron.

Print times vary based on the size, density, and complexity of the design, if dissolvable support material is required, and current printing queues. Patrons do not need to be present during the lengthy printing process. The printer may be unavailable due to maintenance, or library programming. It is the

patron's responsibility to submit designs far enough in advance before the items are needed. The Library will contact patrons when their items are available. Items must be paid for before receiving them.

The 3D printer is limited to a 7.25" X 7.75" X 9" cube of workspace. A design larger than that would need to be designed/printed in multiple parts that can be combined together once the printing of all parts is complete; such as snap-together or interconnecting pieces, or adhesives. Designs must be submitted in .stl file format. Patrons could find designs on free sites such as Thingiverse or Tinkercad.

Policy Review

This policy shall be reviewed at least triennially by the Duchesne County Library Board of Trustees.

Reviewed: May 20, 2025
Adopted: June 17, 2025
Effective: June 18, 2025
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