



3D Printer Procedure

The procedure for printing from the Library's 3D printers is as follows:

- I. Design creation:
 - a. The 3D printer can be used with basic knowledge of Computer Assisted Drawing (CAD). Any 3D drafting software may be used to create a design as long as the file can be saved in .stl or .thing file format.
- II. Submitting a design for printing:
 - a. Persons wanting to use the 3D printer shall bring their file (in .stl or .thing file format) to the Reference Desk during open hours. Staff will add the model to the printing queue. Patrons may submit only one file at a time for printing.
 - b. The files will be readied for printing in MakerBot Desktop or other authorized software. Library staff will view all files in MakerBot Desktop or other authorized software before printing.
- I. Cost: \$0.05 per gram
- II. Pick up:
 - a. Patrons will be notified when their printed 3D object is available to pick up.
 - b. Items printed from library 3D printers that are not picked up within 7 days will become property of the library.
 - c. Items must be picked up by the individual who printed them.
- III. Please note that the policy and procedures governing the use of the Library's 3D printers are subject to change.