

3D Printing Procedures

The Missouri River Regional Library makes 3D printers available for use by the public to support the ever-changing and constantly evolving technology needs of the community. 3D printing, also called additive manufacturing, means making physical items layer by layer according to a 3D design file. Missouri River Regional Library makes 3D printers available to members of the public to make three-dimensional objects in plastic using a design that is uploaded from a digital computer file. The 3D Printer is located in the Library Computer Center. The following procedures establish the guidelines by which the 3D printer can be used.

The 3D printer may be used for lawful purposes only.

The public will not be permitted to use the Library's 3D printer to create objects that are:

- Prohibited by federal or local law.
- Unsafe, harmful, dangerous or poses an immediate threat to the well-being of others.
- Obscene or otherwise inappropriate for Library environment.
- In violation of another's intellectual property rights; for example, the printer may not be used to reproduce materials that are subject to copyright, patent or trademark protection.

The Missouri River Regional Library reserves the right to refuse any 3D print request.

Library staff will review every object file before it is printed.

Non-commercial use of the 3D printer is at the discretion of designated library staff, and quantities will be limited.

The nature of 3D printing does not allow complete member privacy, but the library will not share information about a member's legal activities with third parties.

Printers are to be operated by Library staff only.

Items printed from Library 3D printers that are not picked up within 14 days will become the property of the Library. Repeated failure to pick up items may result in loss of usage rights. The cost of the item will be applied to the patron's library card.

Priority printing will be given to library programs and events.

Refunds are not permitted.

Acknowledgement by patrons utilizing the Library's 3D printer:

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

The Missouri River Regional Library 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.

When you submit a print job you are agreeing to pay \$0.10 per gram (\$1.00 minimum) for MRRL to print your project. The Member will still accrue a charge even if the print fails.

3D Printer File Submission Guidelines

- This service is currently only available to Missouri River Regional Library cardholders.
- The print file submitted must be sent in an .stl file. You may also submit a URL that contains .stl file.
- The printed object must stay within the following print areas:
 - 9.8 x 8.3 x 8 inches (Printer Model: Prusa I3 MK3S)
 - 11.8 x 11.8 x 15.7 inches (Printer Model: Reality CR-10)
- We estimate that the printing will take 2 weeks. The length of time is not guaranteed.
- The print job costs \$0.15 per gram (\$1 minimum)
- The printer will only print an object in a single color. Color preferences may be submitted, but the library will determine the color of the filament based on availability. Library staff reserve the right to resize projects unless dimensions are specified in the request.
- If a print job has multiple parts, the member will need to submit an image of the finished product.
- Print time cannot exceed 7 hours.
- Printer jobs will be reviewed Monday-Friday.

Please [fill out the form](#) to submit a print job.