

The Lab User Agreement

The Lab offers space, equipment, and software to empower patrons to work on creative projects and develop digital literacy. Use of the Lab is available to Frankfort Public Library District cardholders by appointment. Patrons under the age of 13 must be accompanied by an adult caregiver (18+).

Behavior in the Lab must be consistent with the Frankfort Library Patron Behavior Policy. No more than two (2) projects and a maximum of six (6) people may use the lab at one time. Appointments will be made based on the availability of The Lab and Library staff, and may not exceed two (2) hours.

Users of the Lab accept financial responsibility for any damage caused to the equipment or space beyond normal wear. Users accept responsibility for their own materials in the lab and understand there is reasonable risk in using the equipment. The Library is not responsible or liable for damage to users' media. Some materials may be available to purchase. Please refer to our [Lab Materials Fee List](#).

No food or drink is allowed in the Lab at any time. Lab users are responsible for cleaning up after each equipment use, and the Lab should be left in a clean and orderly condition. Chairs and tables should be returned to their original location. All garbage should be placed in the disposal containers provided.

Available equipment includes, but is not limited to, the following:

- 3D Printer
- CNC Mill
- Sewing Machines
- Silhouette Vinyl Cutter
- Button maker
- Laptops with software for Learning Lab equipment

The Library will not be liable for functional failure of, injuries caused by, or property damage caused by objects made through the use of Lab equipment. The Library strongly recommends that equipment not be used to make objects that could prove harmful, or that would result in significant cost to the user if they fail. All equipment must be used within the Lab.

The Lab's equipment may only be used for lawful purposes. It may not be used to create weapons or objects that

- are prohibited by local, state, or federal law,
- are unsafe, harmful, dangerous, or which pose an immediate threat to the well-being of others,
- are inappropriate for the Library environment, or
- violate another person's property rights.

Computers within the Lab are available for those that need to use software associated with Lab equipment (i.e. Silhouette Design Studio). Computers are not for general use such as word processing, web browsing, or email.

Users must save their work on an external memory source. CDs, DVDs, and flash drives are available for purchase from the West End desk. The Library is not responsible for equipment and files left in the lab.

Agreement: By signing this user agreement, I understand the Lab User Agreement and agree to abide by it when using the Lab and related equipment. This agreement expires 12 months from the date of signature.

Print Name _____

Signature _____

Phone _____ Date _____