

## 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. Appointments may be made by individuals or groups of no more than 3 people. Appointments will be made based on the availability of the Lab and Library staff, and may not exceed 2 hours.

Behavior in the Lab must be consistent with the Frankfort Library Patron Behavior Policy. Patrons under the age of 13 must be accompanied by an adult caregiver (18+).

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.

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

- 3D Printer
- Button Makers
- Glowforge
- Inkjet Printer
- Sewing Machines
- Silhouette Vinyl Cutter
- 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.

Users who want to save their work must save to a personal storage drive or device. Graphics and design files that have been made available to the Library through licensing agreements with Silhouette or Glowforge may not be saved to a User's personal storage, even if the original design has been modified. 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 \_\_\_\_\_