

MAKERLAB USAGE POLICY

OVERVIEW

The White Settlement Library MakerLab aims to be a creative resource to which WSPL patrons may have free access. In order to achieve this goal, users of MakerLab equipment must observe not only general library policies, but also the additional policies and responsibilities listed here. Failure to do so may result in the revoking of equipment privileges and/or library privileges.

REGISTRATION AND ACCESS

Patrons must be a White Settlement Library cardholder in good standing. Prior to using MakerLab equipment for this first time, patrons must complete the MakerLab Waiver Form, present their library card, and verify their identity with a photo ID. Before each subsequent use, Makers must check in with library staff with their library card.

ACCESS FOR PATRONS UNDER 17

Patrons under 18 must have a parent or guardian present to sign the MakerLab Waiver Form. Makers under the age of 13 must be accompanied by a parent or guardian at all times.

USING MAKERLAB EQUIPMENT

- Some equipment may require training before use. Patrons may not use these pieces of equipment unless they have attended a training session for that certain piece of equipment.
- When using any equipment without a training requirement, the patron certifies that they are capable of using the equipment in a safe and proper manner. Staff may not be available to assist with the use of any of the equipment.
- The library is not responsible for any defects or the quality of any of the equipment. If any equipment begins to act unsafe or incorrectly, immediately discontinue use and notify library staff. If you notice any damage to the equipment, please notify staff and ask approval before use.
- Equipment borrowed must be returned in the same condition as issued, barring normal wear and tear. Patrons agree to pay for the loss of or damage to any items due to misuse.
- Patrons may temporarily lose equipment access and require retraining on equipment if they: 1. cause the equipment to be out of service; 2. do not follow the equipment usage guidelines; 3. demonstrate a lack of the basic knowledge required to use the equipment
- Patrons agree to keep their workspace neat and to return all equipment to its proper place when finished
- Patrons must be in reach of the equipment at all times while it is in use

OTHER RESPONSIBILITIES

- Patrons must immediately notify staff of any accident or incident of policy violation that occurs during their appointment.
- The White Settlement Library is not responsible for any personal effects, supplies, or equipment left unattended or stored in the space.
- Food is not allowed in the library or in the Meeting Room. Drinks in closed containers are allowed in the Meeting Room during equipment appointments but may not be taken outside of the Meeting Room.
- Patrons must respect the intellectual property of other and U.S. copyright laws.
- Patrons must not create anything unlawful, dangerous, obscene or racially, ethnically or otherwise objectionable in the opinion of staff. Such items will be seized and destroyed.

Disclaimer: While library staff will make every effort to oversee the use of MakerLab equipment, use of the equipment is not under direction or control of the library. The library nor the City of White Settlement are not responsible for any object created with the use of the equipment, including harm or injury incurred as a result of usage of the equipment.