3D Printing Policy

Adopted by the
Library Board of Trustees April 21, 2016

Updated October 23, 2025

3D Printer Policy

The South Brunswick Library's 3D printer makes three-dimensional objects in plastic using a design that is uploaded from a digital computer file. This 3D printer service may be used by anyone with borrowing privileges to the South Brunswick Public Library. South Brunswick cardholders will be given priority in queue when the printer is in high demand.

Currently our 3D printers are accessible by staff only. Print requests can be made via our website. 3D requests will generally be processed Monday-Friday. Same day service is not guaranteed.

Restrictions:

1. The Library's 3D printer may be used only for lawful purposes. The public will not be permitted to use the Library's 3D printer to create material that is:

    - Prohibited by local, state or federal law.
    - Unsafe, harmful, dangerous or poses an immediate threat, actual or implied, to the well-being of others as determined by the Library Director or designee.
    - Items that can be viewed as threatening or racially, ethnically or otherwise obscene, provocative or inappropriate for the Library environment as determined by the Library Director or designee.
    - Objects in violation of another's intellectual property rights. For example, the printer will not be used to reproduce material that is subject to copyright, patent, or trademark protection.
    - Objects that are too large for the printer's plate.

2. A maximum of 4 hours print time will be allotted per person/per entity/per day. If the printer is in high demand, only one print per person/per entity/per day will be allowed. Print jobs are scheduled by the piece, not the project. If a project does not fit onto one build plate, or if different colors are required by different parts, then each piece will be considered a separate print job and likely will take more time to finish. Requests will be based in the order that they are received.

3. The South Brunswick Library reserves the right to cancel any 3D print job request at any time.

4. Only staff or designated volunteers will have hands-on access to the 3D printer.

5. Print jobs that appear too large to be completed before library closing time will not be started.

Fees:

1. The Library charges:

- **PLA:** $0.10 per gram
- **Onyx:** $0.20 per gram
- **Fiberglass support for Onyx:** $1.50 per gram in addition to Onyx amount

2. Payment is due at time of pickup.

3. Individuals who fail to pay or pick up their item will be prohibited from requesting future print jobs.

4. Any item not picked up within two weeks of when the job is completed will become the property of the South Brunswick Library.

5. Refunds will only be given if printer malfunctions.

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