

## 3D Printing Policies

**Please read all the policies below. Policies are subject to change at any time.**

- Only one request can be submitted at a time.
  - Jobs that require the printing of many components may drop in the queue position.
  - Prints are handed over **AS IS**. If your print requires rafts or support structures, you will be responsible for removing these.
  - A \$1.00 surcharge will be applied to each printed model in addition to the \$0.05 “per gram” cost of material used. This includes rafts and support structures. Payments can be paid with cash, debit card, or credit card.
  - The colors available may change without notice, and we cannot guarantee that your selected color will be available. In the event that your chosen color is out of stock, we will contact you to choose another color.
  - Staff review and prepare all project files, so please submit appropriate objects. No guns, gun parts, weapons of any kind, or salacious objects.
  - We will do our best to complete your model within 7-10 business days, but if demand for the printer is high, wait times may be longer.
  - If an item is not printing correctly, the library will make two attempts to print. If it fails to print correctly on the second try, you will be notified and asked to modify your design.
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### Submitting a File

Files must be submitted in the following formats:

- Stereolithography (STL)
- Object (OBJ)
- Makerware (THING)
- OpenSCAD (SCAD)

Nearly every 3D modeling program can save a file in this format. Some, like Sketchup, require a free add-on.

3D printers use metric coordinates. For consistency, it is recommended that you design in millimeters and export your STL in millimeters.

The maximum dimensions are 28cm x 26cm x 24cm.