



Makerspace User Agreement

Name: _____

Town/City Name of Physical Address: _____ Zip Code: _____

Library Card Number: _____

I, _____ (print name), have read the Scarsdale Public Library (SPL) Makerspace Terms of Use and agree to follow all rules, policies, procedures, and restrictions relating to use of the SPL Makerspace. I understand that these rules, policies, procedures, and restrictions may change at any time without notice and that I will make myself aware of all changes or modifications of said rules, policies, procedures, and restrictions.

I agree that by signing this agreement and/or utilizing the SPL Makerspace, I shall defend, indemnify, and hold harmless the Scarsdale Public Library, its officers, officials, employees and volunteers from and against any and all claims, suits including attorney fees, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of my use of the SPL Makerspace.

I also understand and agree that I am financially responsible for any and all damage done to SPL Makerspace equipment resulting from my misuse or failure to follow all rules, policies, procedures, and restrictions. I understand that I am responsible for and agree to pay the repair and/or replacement costs of the equipment resulting from such actions.

I have read this release, have no questions about its meaning and voluntarily accept the terms of it by signing my name below.

Signature: _____ **Date:** _____

Parent/Legal Guardian Information (applicable for individuals under the age of 18)

I consent to this and state that I have read the above release, have no questions about its meaning and voluntarily accept the terms of this release by signing my name below.

Parent or Legal Guardian Full Name: _____

Town/City Name of Physical Address: _____ Zip Code: _____

Library Card Number: _____

Parent/Legal Guardian print name : _____

Parent/Legal Guardian Signature: _____ Date: _____

Makerspace Terms of Use



Use this QR code to see the most current version of the Makerspace Terms of Use.

General

- The Makerspace is a self-directed area, with the expectation that users will complete designs and projects mostly on their own, following initial guidance and information from Makerspace staff on the capabilities, safety, and basic operation of Makerspace equipment and software.
- Makers under age 13 must be accompanied by a parent or caregiver in the Makerspace unless they are part of a program in which case those rules/limits will apply.
 - Minors or vulnerable adults whose behavior is deemed unsafe will not be permitted to use the Makerspace without parent/caregiver supervision.
- The maker agrees to clean up his/her workspace following use and agrees to take precautions to avoid causing unnecessary mess or damage in the Makerspace.
- Makers need to bring their own materials unless otherwise noted. The Maker acknowledges that the library is only able to provide consumable materials on a limited basis. The Maker agrees to avoid wasting consumable supplies and materials.
- Any accident or injury that occurs in the Makerspace must be reported to a staff member. Users agree to release and hold the Library harmless from any claims for personal injury, property damage, or any other loss in connection with the use of the Makerspace, including the equipment, tools, and materials.

Safety

- Drinks in closed containers only and no food of any kind
- Secure loose clothing, jewelry and long hair when using Makerspace equipment
- Some of the equipment located in the Makerspace may contain aspects, parts, or components that will cause injury to the user if all rules, policies, procedures, and restrictions are not followed.

Equipment

- Mandatory training/certification may be required for certain pieces of equipment prior to first use. Applicable safety supplies will be available in the Makerspace to be used as directed.
- When using a tool that does not require certification, the Maker is certifying that they are capable of using that item in a safe and proper manner. The Makerspace staff will make available upon request materials such as manuals or tutorial videos.
- The Maker agrees that if any tool or piece of equipment becomes unsafe or in a state of disrepair, they will immediately discontinue use of the tool and notify the Makerspace staff.
- Only Library approved devices and materials may be used with Makerspace equipment.
- Do not modify the hardware or software of Makerspace equipment
- All work done on Makerspace equipment including laptops can only be saved on a personal external storage such as a thumb drive
- The Library is not responsible for patron projects/materials/files being damaged or destroyed
- The Makerspace equipment, including, but not limited to, 3D printers, craft and cutting machines, etc. may be used for lawful purposes only. Patrons are not permitted to use the Makerspace equipment for projects or to produce materials that:
 1. Violate local, state, or federal laws or regulations;
 2. Look like, function as, or appear to function as weapons, knives, or parts thereof;
 3. Appear unsafe, harmful, dangerous, or that otherwise pose a threat to the health or safety of others;
 4. May be construed as obscene or otherwise inappropriate for the Library environment; or
 5. Potentially violate the intellectual property rights of another.

Policy

- Makers using the Makerspace outside of a library program will need to have a signed Makerspace User Agreement. Minors will need a parent/guardian signature.
- Patrons may be held responsible for the repair or replacement cost of missing or damaged equipment. Use of the Makerspace not consistent with any of the Library's policies and procedures may result in loss of privileges or being banned from the library.