



MakerSpace Policies & Agreement Form

1. Prior to using the MakerSpace, Makers must
 - a. Complete a Maker Agreement form
 - b. Verify identification with a valid photo ID or JDCPL library card. (Minors without valid ID or library card must have a certified parent or guardian accompany them in the MakerSpace).
2. Makers must “check-in” with staff and sign the guest book each time they use the MakerSpace.
3. **Makers under age 13 must always be accompanied by a parent or guardian.**
*Parent/Guardian supervision is required for all minors, as the Makerspace contains potentially dangerous tools and may contain small parts not suitable for children under age 3.
4. Makers must participate in mandatory safety training to use the MakerSpace.
5. Use of Glowforge, CNC cutter/engraver and the Ultimaker 3-D printer requires “certification” training.
6. When using tools that do not require specific training, the Maker is certifying that he/she is capable of using the tool or equipment in a safe and proper manner and if under 18 may be required to demonstrate knowledge to staff member before using equipment.
 - a. Cricut cutting machine
 - b. Sewing Machine
 - c. Cricut EasyPress
7. JDCPL staff is available to assist in explaining the operation of tools and equipment and will make materials such as manuals available upon request.
8. JDCPL provides access to safety supplies in the MakerSpace. (safety glasses, gloves, first aid kit, and fire extinguisher).
9. Unless previously scheduled for use by staff, tools and equipment are available on a first come, first served basis for use in the Makerspace only.
10. **JDCPL reserves the right to refuse entry to or remove from the MakerSpace anyone who are in violation of policies.**
11. Equipment in the Makerspace may be used only for lawful purposes. The public will not be permitted to use equipment to create material that is:
 - a. Prohibited by local state or federal law.
 - b. Unsafe, harmful, dangerous or poses an immediate threat to the wellbeing of others.
 - c. Obscene or otherwise inappropriate for the library environment.
 - d. In violation of another’s intellectual property rights. (For example, the 3D printer will not be used to reproduce materials that is subject to copyright, patent or trademark protections).
12. JDCPL reserves the right to refuse any request for use of equipment in the space.
13. JDCPL is not liable for any damaged materials or media belonging to persons utilizing the equipment in the space or facility.
14. The copyright law of the United States governs the making of copies or other reproductions of copyrighted materials. The person using the equipment is liable for any infringement.



MakerSpace Agreement Form

Please review the policies and guidelines set forth. Acceptance of and compliance with these provisions is required for your use of the space, tools, equipment, and materials provided in the MakerSpace.

Name _____ Birth date: _____ / _____ / _____

Library Card #: _____ DL or ID # _____

Phone#: _____ Email: _____

Parent/Guardian (if under 18): _____

Phone#: _____ Email: _____

Address: _____

Certification or training complete:

Safety Training/signed agreement complete: _____ Staff initials: _____

GlowForge Laser Cutter/Engraver certified: _____ **Staff initials: _____**

Ultimaker 3D Printer certified: _____ **Staff initials: _____**

Cricut Cutter complete: _____ Staff initials: _____

Sewing Machine complete: _____ Staff initials: _____



I, _____, affirm that the information I have provided on the Maker Agreement is current, true, and correct. I understand that this information may be subject to verification.

I, _____, do hereby for myself, on behalf on my heirs, successors and assigns, in consideration of being permitted to use tools and equipment, waive any and all claims against the Jasper-Dubois County Public Library, for any personal injury, illness, death or liability resulting from or arising out of the carelessness, recklessness, negligence and/or fault of the Jasper-Dubois County Public Library.

I, _____, do hereby for myself, on behalf on my heirs, successors and assigns, in consideration of being permitted to use tools and equipment, agree to release and indemnify and hold harmless and defend the Jasper-Dubois County Public Library and their offices, agents, volunteers, board of directors and employees from any and all liability, loss, claims and demands, actions or cause of action for the death or injury to any persons and for any property damage suffered or incurred by any person which arises or may arise or be occasioned in any way from the maker or possession of tools, technology, equipment or supplies. I am using in the MakerSpace. Any available insurance of the maker's shall be primary and the JDCPL's will be Non-contributory.

The parties intend each provision to be severable and separate and apart from one another.

The parties agree that any and all disputes resulting in litigation will be commenced, litigated and adjudicated only in the County of Dubois, State of Indiana pursuant the laws of the State of Indiana.

If a court of law construes that any part of this release is invalid, such construction shall not invalidate the remainder of this release.

I have read this release, have no questions about its meaning and voluntarily accept the terms of this release by signing my name on the reverse. By signing this release, I agree to abide by JDCPL Makerspace Policies and Maker Responsibilities, and I acknowledge receipt of the same.

Signature _____ Date: _____ / _____ / _____

Printed Name: _____

Any Maker under age eighteen (18) years of age must also obtain the following consent release before using the Jasper Public Library Makerspace.

I, _____, am the parent or guardian of _____
I consent to this and state that I have read the agreement and release, have no questions about its meaning and voluntarily accept the terms of this release by signing my name below.

Parent/Guardian signature: _____ Date: _____

Printed Name: _____

Name _____ Birth date: _____ / _____ / _____

Parent/Guardian (if under 18): _____