



# FFL Fab Lab Maker Agreement

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Welcome to the Fayetteville Free Library (FFL) Fab Lab! Please review the policies and guidelines set forth below. Acceptance of and compliance with these provisions is required for your use of the space, tools, equipment and materials provided within.

**Name** \_\_\_\_\_ **DOB** \_\_\_\_\_

Onondaga County Library card # \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

Parent/Legal Guardian's Name(if under 18) \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

How did you hear about the FFL Fab Lab? \_\_\_\_\_

What would you most like to learn or make in the FFL Fab Lab? \_\_\_\_\_

How do you plan on using the FFL Fab Lab? \_\_\_\_\_

## Share Your Skills and Passions!

Interested in helping with classes or programs in the FFL Fab Lab?

**Yes**       **Maybe**       **Not right now**

If so, on what projects or topics? \_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_



## FFL Fab Lab Maker Agreement:

1. Prior to using the FFL Fab Lab, Makers must (a) complete a Maker Agreement form; and (b) verify his/her identity with valid photo ID and library card. A Minor without valid photo ID may verify his/her identity with a library card and valid photo ID of a parent/legal guardian.
2. Makers must “check in” with the staff member on duty, using their Onondaga County Public Library card, and sign the guest book each time they use the FFL Fab Lab.
3. Makers must participate in mandatory safety trainings in order to use the 3D printers, laser cutter, CNC mill, sewing machines, and vinyl cutter; they may not use these tools until “certification” training has been complete. When using a tool that does not require certification, the Maker is certifying that he/she is capable of using that item in a safe and proper manner. FFL Fab Lab staff is will make available upon request materials such as manuals.
4. Young children are the responsibility of their parents or caregivers and may not be left unattended in the FFL Fab Lab. Makers under age 9 or minors whose behavior requires supervision must be with their parents or caregivers in the FFL Fab Lab at times. Children whose behavior is deemed unsafe will not be permitted to use the FFL Fab Lab without adult supervision. Parent/caregiver supervision is recommended for all minors, as the lab contains potentially dangerous tools.
5. Makers under age 11 must be accompanied by a certified parent or caregiver to use sewing machines.
6. Makers under age 16 must be accompanied by a parent or caregiver to use the laser cutter, CNC mill, Mojo 3D printers, soldering irons, rotary cutters, and sharp cutting tools. Soldering irons, rotary cutters and sharp cutting tools can be accessed by asking at the Fab Lab Info Desk.
7. The FFL provides the Maker with access to safety supplies in the Lab, including safety goggles, masks, gloves, First Aid Kits, and fire extinguishers.
8. The Maker agrees that the Fayetteville Free Library is not responsible for any manufacturing defects in the quality of workmanship or materials inherent in any of the tools or equipment.
9. The Maker agrees that if any tool or piece of equipment becomes unsafe or in a state of disrepair, he/she will immediately discontinue use of the tool and notify the FFL Fab Lab.
10. Makers must report any accident/incident that occurs on FFL Fab Lab premises to a staff member.
11. Most tools are available to Makers on a first come, first serve basis, for use in the FFL Fab Lab space. 2 Makerbots are available for reservation starting 4 hours prior to close each day. Machines must be reserved at least 1 day in advance. Mojo 3D printers are available by advanced reservation only.
12. Makers may only use one 3D printer at a time.
13. Items used in the Lab or borrowed are to be returned in the same condition as they were issued, barring normal wear and tear. The Maker agrees to pay for the loss or damage to any items and further agrees to accept the Library staff’s assessment of fair restitution for damage, dirtiness, delinquency and/or loss of items in part or total.
14. Items used in the Lab must be returned by the Maker to their original location.
15. The Maker agrees to take precautions to avoid causing unnecessary mess or damage in the FFL Fab Lab. The Maker agrees to clean up his/her workspace in the FFL Fab lab following use. The Maker agrees to inform the Staff member in the case that they are unable to return a work surface, tool or equipment to its original state.
16. 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.
17. Use of the FFL Makerspaces is intended for discovery, learning, entertainment and prototyping purposes. Production of goods to be sold for profit is contrary to the library’s mission and will not occur in the FFL Makerspaces.
18. The production of dangerous items and weapons in the FFL Fab Lab is prohibited.

Fayetteville Free Library  
300 Orchard St.  
Fayetteville, NY 13066  
www.fflib.org  
(315) 637-6374

Copy to ED/Admin File _____	Initials _____	Date _____	Executive Director _____
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I, \_\_\_\_\_ (print name), 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, \_\_\_\_\_ (print name), do hereby for myself, on behalf of my heirs, successors, and assigns, in consideration of being permitted to use tools and equipment, waive any and all claims against the Fayetteville Free Library for any personal injury, illness, death, or liability resulting from or arising out of the carelessness, recklessness, negligence and/or fault of the Fayetteville Free Library.

I, \_\_\_\_\_ (print name), hereby for myself, on behalf of 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 Fayetteville Free Library, their offices, agents, volunteers, Board of Trustees 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 FFL Fab Lab. Any available insurance of the maker's shall be primary and the FFL's 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 Onondaga, State of New York pursuant the laws of the State of New York.

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 below.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_

**Any maker under eighteen years of age must also obtain the following consent and release before using the FFL Fab Lab.**

I, \_\_\_\_\_ (print name), am the parent or guardian of \_\_\_\_\_ (print name). 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/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_

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