



The following rules are in effect for Placentia Library's The Hangar DIY Lab.

- Equipment and tools in the Hangar are available at no charge to community members with a valid library card, in good standing.
- All visitors to The Hangar must comply with the Library's rules and regulations, including the Code of Conduct, and Public Internet Access Policy.
- Food and drinks are prohibited in the Hangar.

APPOINTMENT/EQUIPMENT USAGE

- Patrons must "check in" with the designated Placentia Library staff member on duty, using a valid library card and ID.
- Prior to using The Hangar DIY Lab, Patrons must (a) complete The Hangar DIY Lab Liability Waiver 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/guardian. Children under 18 must have the waiver completed by a parent or legal guardian.
- Patrons under age 14 and special needs patrons must be **accompanied** and **supervised** by a parent or guardian at all times.
- Patron sessions are limited to a 1-hour time period. Sessions can be renewed if no one is waiting.
- Placentia Library staff is available to assist in explaining operation of tools and equipment and will make materials such as manuals available upon request. Patrons will use equipment under direct supervision of Library staff.
- Patrons must wear appropriate clothing and shoes to ensure safe usage of equipment. Long hair should be pulled back, dangling jewelry and accessories should be removed. Do not wear loose clothing or long sleeves that can be caught in the machines. Wear closed toe shoes, no heels or sandals. When necessary, wear appropriate protection for your ears, eyes and other body parts.
- When making an appointment the patron is certifying that he/she is capable of using that tool or equipment in a safe and proper manner.
- The patron must report any accident or incident that occurs in The Hangar to a Library staff member.
- Equipment in The Hangar may be used only for lawful purposes. The patrons will not be permitted to use equipment in The Hangar to create material that is:
 - Prohibited by local, state or federal law.
 - Unsafe, harmful, dangerous or poses an immediate threat to the wellbeing of others.
 - Obscene or otherwise inappropriate for the library environment.
 - In violation of another's intellectual property rights.
- Patrons (or if minors, their parents/guardians) are responsible for any fees incurred for loss or damage to The Hangar property, not associated with normal wear and tear, or for clean-up of the tools, equipment or the space.

- The Hangar is not responsible for any damage to, or loss, or theft of, patrons' personal property. This includes electronic files left on The Hangar computers and flaws or failures to materials when using The Hangar equipment and tools. The Library recommends bringing extra materials for practice as not all attempted projects are successful the first time.
- During The Hangar hours, computers are for creating and making purposes. Patrons who need internet and basic printing access may use the computers in the main library area.
- Patrons can only operate equipment that requires specific software using The Hangar provided computer/equipment. Patrons are not permitted to connect personal computers to use with The Hangar equipment.
- The copyright law of the United States (Title 17, U.S. Code) governs the making of copies or other reproductions of copyrighted material. The person using The Hangar equipment is liable for any infringement.
- The Hangar staff has the right to terminate any activities or projects that they deem inappropriate, unsafe, and/or restricts access to others.
- The Hangar is intended for hobbyist and prototyping purposes. Mass production of goods cannot be supported in The Hangar.
- The Hangar does not provide project storage, all projects complete or incomplete must be taken by the Patron.
- The Hangar is only able to provide consumable materials on a limited basis. Patrons agree to avoid wasting consumable supplies and materials.
- Projects and supplies are subject to approval by staff prior to using equipment. Users are welcome to bring in staff approved consumable materials for use with the equipment and tools. Please ask staff for a complete list.
- Allow ample time to save, export, transfer larger files or process your files.

SUMMER 2023 ACTIVITY HOURS

- Parents/guardians are responsible for the conduct and behavior of their minor.
- All Hangar materials (except for finished projects) must remain in the Hangar.
- Please be respectful of the space and clean up after you are finished.
- Hangar occupancy is 15.