



INNOVATION STATION

Wilton Library's Maker Space Agreement

1. I am age 13 or older **OR** I am in 6th or 7th grade and I will only use the room/equipment while supervised by an adult (21+), guardian or parent who is certified on the same equipment.
2. I will be responsible for the care and condition of the Innovation Station hardware, accessories and software while "checked out" to me with my library card.
3. I have my own CT library card and will not loan it to another person for the purpose of Innovation Station usage.
4. I will pay the replacement costs for any hardware, software or accessory that is lost or damaged, while checked out to my library card.
5. I agree to leave the Innovation Station promptly at the end of the checkout loan period if it is checked out to another patron or 15 minutes before the Library closes.
6. I will use the VHS to DVD converter for my own home videos, not for any copyrighted materials. I understand that the Wilton Library is not responsible for the loss of information or damage to VHS tapes, films, slides or other media brought into Innovation Station.
7. I will use the Innovation Station computers (a Dell PC and iMac) for applications such as photo editing, digital scanning, video editing, 3D printing, etc. If I need to use Microsoft Office and/or the Internet, I will use on the public computers in the Adult, Teen or Children's area of the Library.
8. If my 3D print job requires more than 2 hours, I will schedule the printer for 7 p.m. or one hour before closing.
9. I will not create anything that is obscene, inappropriate, unsafe, harmful or dangerous.
10. I agree to pay a nominal fee, if necessary, for materials such as 3D printing filament or DVDs.
11. I will not remove any Wilton Library hardware or accessories from the Innovation Station.
12. I will wear protective glasses (provided by WLA) when using the soldering equipment or as determined by staff.
13. I will treat other colleagues in the Innovation Station with respect, consideration and cooperation.
14. I will leave all food and drink outside of the room.
15. By signing this agreement, I verify that I have read and understand all the terms and conditions set forth by the Wilton Library Association, including the Computer, Internet & Wireless Use Policy (see reverse side of this form.) This agreement is in effect for the current and all subsequent Innovation Station checkouts. Violation of this agreement may result in loss of Wilton Library privileges.

Name (Please print): _____

Street Address: _____

Town: _____

Home Phone: _____ Cell Phone: _____

Library Card Number: _____

Signature: _____

Name of Guardian (if under 18): _____

Wilton Library Computer, Internet & Wireless Use Policy

The Internet The Internet has become an essential tool to provide access to resources. The Wilton Library, as part of its mission, provides Internet access for patrons in several areas of the building.

Equal Use In order to provide equal access to all Internet users, patrons shall comply with the Library's time management system.

Internet access in Adult Services The dedicated Internet stations in Adult Services provide unfiltered access to the Internet for all Library patrons. Internet stations are available in both the southeast corner of the adult reference area and in the computer lab adjacent to the reference desk.

Internet access in Teen Services The dedicated Internet stations in Teen Services provide unfiltered access to the Internet.

Internet access in the Children's Library The dedicated Internet stations in the Children's Library provide filtered access to the Internet.

Use of the Internet by minors The Library does not deny or limit the use by minors of any of its facilities including Internet access. Responsible adult supervision by a parent or other guardian is recommended. In accordance with state law, children under the age of 12 years must be supervised by a responsible adult at all times.

Wireless Access Wilton Library's wireless access provides unfiltered and unmanaged Internet access throughout the library building as well as outside the building.

Filtered Access The Library makes no express or implied representation, warranty or guarantee that any filtering system will actually prevent access to any objectionable material.

Internet Security Patrons are advised to be cautious about transmitting personal or confidential information (e.g. passwords or credit card information). Wilton Library is not responsible for any information input on the Library's computers or via the Wireless network.

Unacceptable use The Library's Internet stations are not to be used for illegal purposes as prescribed by Connecticut and Federal Laws. Patrons may not disrupt, alter or damage hardware, software or data on Wilton Library computers or network.

Approved by the Board of Trustees, January 17, 2001 Revised and Approved by the Board of Trustees, February 20, 2002 Revised and Proposed to the Board of Trustees, March 22, 2006 Revised and Approved by the Board of Trustees, February 28, 2007 Revised and Approved by the Board of Trustees, February 24, 2010

