



# ERIE COUNTY PUBLIC LIBRARY

## Erie County Public Library ideaLAB Use Agreement

Please review the policies and guidelines below. In order to use the ideaLAB space and equipment, you must accept and comply with all written, posted, and staff provided oral guidelines and provisions.

1. Before using ideaLAB equipment, the user must complete and sign an agreement form and verify their library card account is active.
2. Prior to using equipment, the user must successfully complete a mandatory online or in-person training to be certified on each piece of equipment.
3. The user must check in with staff members before using equipment.
4. The user must comply with any and all directions given by staff and must comply with all safety, Library Code of Conduct, and ideaLAB guidelines.
5. Minors age 15 or older may use the ideaLAB without parent/guardian supervision if they have an agreement form on file with their parent/guardian's signature.
6. Minors under the age of 15 must be accompanied and supervised by an adult at all times and may not independently operate any equipment.
7. Minors are the complete responsibility of their adult parent/guardian/caregiver and the adult assumes full and complete responsibility for the minor, including damage done by the minor to equipment and harm befalling the minor due to operating the equipment.
8. Due to safety concerns, minors may not be allowed to operate certain types of equipment that the ideaLAB offers or may later acquire.
9. The user agrees that the Library is not responsible for any equipment defects or resulting product defects.
10. The user agrees to notify the Library of any equipment damage or malfunctions immediately, as well as any injuries or accidents to the user or other users.
11. The user agrees to follow all Library policies relating to reserving equipment and/or the use of one machine/piece of equipment at a time.
12. The user agrees to comply with any time limitations put in place by the Library.
13. The user agrees to pay for any consumable material used, in compliance with the Library's established fee schedule.
14. The Library is not responsible for any equipment, supplies, or materials brought in or provided by the user.
15. The user agrees to return any equipment borrowed or used in the same condition it was received. Users may be held liable and charged for any damage to equipment, beyond normal wear and tear. Users will be charged for any damage to equipment or the workspace, including viruses or other damages to Library computers or electronic equipment as a result of the user attaching or plugging in their own equipment.
16. The user must clean their workspace when done and inform staff if this cannot be done.
17. The user agrees to follow all applicable laws, statues, and codes related to copyright infringement and intellectual property. The user is solely responsible for any items created.
18. The creation, manufacture, and/or production of dangerous or illegal weapons or items is prohibited.
19. Violation of any policy or guideline may result in the suspension of the user's ability to use the ideaLAB and/or the Erie County Public Library.
20. Use of equipment for any illegal activity is prohibited.

I certify that I have read and agree to the above policies for use of the Erie County Public Library's ideaLAB. I voluntarily accept the terms and conditions by signing below.

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

I certify that I have read and agree to the above policies for use of the Erie County Public Library's ideaLAB. I understand that I am fully responsible for my minor's use of the ideaLAB and their compliance with all policies. I voluntarily accept the terms and conditions by signing below.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_



ERIE  
COUNTY

# PUBLIC LIBRARY

Today's Date: \_\_\_\_\_

User's name: \_\_\_\_\_

DOB: \_\_\_\_\_

Parent/Guardian Name (for minor): \_\_\_\_\_

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

I affirm that the information I have provided on the above form and use agreement is current, true, and correct. I understand that this information will be verified by Erie County Public Library staff.

In consideration of being allowed to participate in and use Erie County Public Library's ideaLAB, tools, materials, and equipment, if I or the person for whom I am signing this agreement is injured, becomes ill, or suffers death while participating in the ideaLAB or while using, transporting, or otherwise having possession of ideaLAB equipment, materials, and/or tools, I agree to be legally bound by the promises set forth below. I understand that the term Library includes the Erie County Public Library, their employees, officers, directors, agents, volunteers, board members, and agents.

I will not sue the Library. I forever release the Library from all liability for injury on behalf of myself, my heirs, successors, and assigns. I will indemnify and hold harmless the Library from any loss, liability, damage, or cost of any kind that may occur as a result of the injury, illness, or death. I agree that the above promises are legally binding even if I or my heirs, successors, and assigns contend that my injuries, illness, or death are wholly or partly the result of negligence, recklessness, carelessness, and/or fault on the part of the Library for which a release is not contrary to public policy.

I voluntarily assume the risk of injury or death while participating in the ideaLAB or using ideaLAB equipment. I understand that using the ideaLAB space and/or equipment may be inherently dangerous. I recognize my responsibility to exercise good judgement, to act responsibly, and to obey all of the Library's oral or written guidance, instructions (including signage), and warnings.

The parties intend each provision to be severable and separate and apart from one another. If a court of law decides that any part of this release is invalid, such decision shall not invalidate the remainder of this release.

The parties agree that any and all disputes resulting in litigation will be commenced, litigated, and adjudicated only in the County of Erie, Commonwealth of Pennsylvania pursuant to the laws of the Commonwealth of Pennsylvania.

I am 18 years of age or more or, if not, I am signing as parent or guardian of the minor child named above. I have read and understood the release, have no questions about its meaning, and am voluntarily signing below intending to be legally bound.

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

OFFICE USE ONLY:

Library Card #: \_\_\_\_\_

Staff Initials: \_\_\_\_\_

Note Added to Account: \_\_\_\_\_