



## **The Makery Rules of Use**

1. The Makery is available during hours when the library is open and staffed by a librarian. The Makery librarian will supervise the space and check the room and equipment when patrons have finished their session.
2. The Makery is open to Linwood Public Library card holders in good standing: fines on the account are less than or equal to \$5. Users will sign in and sign The Makery User Agreement to be kept on file. Patrons younger than 12 years of age are welcome to use the space and products but must be accompanied by an adult. Patrons must be at least 14 years old to use The Makery equipment without an adult.
3. A maximum of 15 people may occupy the room at any given time.
4. The Cricut Maker and EasyPress, Glowforge, laminator, sewing machines, and audio/visual equipment may be reserved for up to 2 hours. A patron may make a reservation by visiting or calling the library circulation desk, or by signing up online. If a patron is waiting for the use of the room, and the reserved party is late by over 15 minutes, their time is forfeited to the waiting party. Reserved time may be extended if there is no one waiting.
5. Equipment will be checked out and checked in under patron name while in use in the library.
6. If any equipment is not working, users should ask for help from the circulation desk or staff on duty. Do not attempt to correct the problem.
7. Fines for damaged or missing parts will be assessed by the librarian at the time of check-in.
8. All general behavior guidelines apply.
9. No food or drink are allowed in The Makery.