

Innovation Lab Membership Agreement

All members agree to the following policies:

- Membership fee of \$20 is a monthly fee which will continue to be charged until cancelled by the member.
- Membership fee is a standard charge and is not based on how often the Innovation Lab is used.
- Innovation fabrication lab equipment may only be used by members of the Innovation Lab program.
- Members must go through mandatory training on equipment before use.
- Southern Tech reserves the right to decline any 3D Print/Laser Engraver/VR request.
- Use all Innovation Lab equipment and computers appropriately.
- Equipment and materials are for prototyping and experimentation, not for mass production.
- Members will not:
 - Print or create any guns, gun parts, knives, weapons or objects that are intended to physically harm, or attempt to harm, a person or animal in any way.
 - Print or create obscene or inappropriate materials.
 - Print or create any object that violates or infringes upon a patent, trademark, or other proprietary right.
- Southern Tech prohibits any use of the 3D printer that violates local, state and federal law.
- Use of Southern Tech equipment shall follow all legal guidelines.
- Members will operate all equipment in a safe manner.
- Southern Tech is not responsible for any injuries sustained while in the lab.
- All work will be limited to the Innovation Lab equipment only. Access to any other Southern Tech equipment is prohibited.
- Southern Tech is not liable for any damaged material or media belonging to members using Innovation Lab equipment such as the laser engraver.
- A Southern Tech staff member must be present to supervise the use of equipment.
- Members are required to put up any tools or equipment and throw away any trash such as scraps of material.
- Members are required to notify staff of any broken or damaged equipment.
- Members may be held responsible for damaged equipment and may be asked to pay the repair costs or replace the damaged equipment if damage was done by user error.
- Southern Tech reserves the right to revoke memberships if the above policies are not being followed.

SOUTHERN TECH INNOVATION LAB

Innovation Fabrication Lab Procedures

1. All members must sign in on arrival and sign out when leaving.
2. All members must bring this signed form upon their first visit.
3. All members are required to complete Southern Tech's Innovation Lab curriculum.
4. All members will only use equipment in the Innovation Lab.

I have read this document and fully understand Southern Tech's Innovation Lab policies and procedures. I understand that this document is contractual in nature and my signature below indicates my agreement with the statements in this document.

Printed Name: _____

Signature: _____

Date: _____