**Cricut Use Policy**

West Point Public Library’s mission is to enrich the quality of life in the community by supporting lifelong learning, stimulating a desire to read, and serving community needs. The WP Library’s Cricut is provided to inspire personal growth through experimentation, creativity, and the application of knowledge. The Cricut is provided in the spirit of community, sharing, and collaboration supporting educational, professional and personal goals and endeavors.

**Guidelines for Use**

* The WP Library’s equipment is intended for educational purposes and prototyping, not for mass production purpose and is only available for in-library use.
* The Cricut is available on a first-come, first-serve basis unless previously reserved. The Cricut can be reserved up to one week in advance. Reservations can be made over the phone.
* The Cricut is available for up to two hours at a time. However, at the discretion of library employees, patrons may stay longer if there is no demand for the equipment at the end of their reservation.
* A West Point Public Library Card is required to use the for use of this resource.
* Patrons are required to take a tutorial about the Cricut and pass the quiz with 100% success to use the Cricut. Once a patron has passed this quiz, a note will be placed on their account that they can use the Cricut.
* WP Library employees may not be able to offer in depth assistance with the Cricut. If patrons need assistance from staff they are required to make an appointment for instructional time.
* The WP Library and WP Library Staff members are not responsible for lost or damaged files or data or errors in software or hardware or charges on patron’s individual Cricut account if they fail to log out. Patrons are responsible for any charges made on the WP Library’s Cricut account.
* The WP Library will provide reusable resources such as basic blades, tools, and mats. Patrons will need to provide their own consumables such as paper, vinyl, and fabric. If patrons need a custom blade or tool, they will need to provide their own.
* Behavior in and use of the Cricut is to be in compliance with all library policies.

Approved 11-08-22

Library Board President