

<b>Jessamine County Public Library</b> <b>Creative Space and Recording Studio Policy</b>		
Effective date: 03-16-2016	Last revised: 05-17-2023	Last reviewed: 08-17-2022

**Policy Statement:**

The Jessamine County Public Library (JCPL) Creative Space and Recording Studio (hereafter referred to as "CSRS") is designed to allow customers to gather, create, invent, and learn.

**Regulations:**

1. The CSRS and its equipment are available to all adult (age eighteen [18] or older) JCPL cardholders with a valid CSRS Agreement on file. This agreement is obtained upon completion of required training. The use of some equipment requires additional training and/or signed agreements.
2. Cardholders under the age of eighteen (18) may access the CSRS under the following conditions:
  - a. The juvenile must have a valid JCPL library card with Internet privileges.
  - b. A parent or legal guardian must accompany the juvenile to required trainings and sign the CSRS Agreement for Juveniles.
  - c. Children ten (10) years of age and younger and/or persons of any age requiring supervision are required to be accompanied by a parent or caregiver at all times.
  - d. Due to the nature of the equipment in the CSRS, parent or caregiver supervision is recommended for children ages eleven (11) through seventeen (17).
3. The Library cannot guarantee the desirable outcome of a product, including confidentiality, quality, stability, and completion times.
4. The CSRS and/or its equipment may be unavailable for use during Library programs.
5. JCPL staff reserves the right to end or pause the use of CSRS equipment for any reason.
6. Only Library computers may be connected to CSRS equipment.
7. CSRS customers must immediately discontinue use of any equipment and inform a member of the library staff if:
  - a. There is uncertainty about the use or behavior of JCPL equipment;
  - b. A work surface, tool, or piece of equipment is unsafe or in a state of disrepair;
  - c. Any accident or incident occurs;
  - d. There is unsafe behavior by users.
8. Use of the CSRS must comply with all applicable local, state, and federal laws, including Copyright Law (Title 17, United States Code) and Patent and Trademark Law (Title 35, United States Code). The customer using the CSRS equipment is liable for any infringement.
9. The fabrication of a weapon, replica or otherwise, as defined by KRS 500.080(4) is prohibited. Disregard for this policy will result in JCPL staff terminating the project and may lead to the immediate suspension of CSRS privileges for the customer.
10. The customer assumes responsibility for the use of the CSRS. It is understood that the customer agrees to pay for any loss or damage to JCPL property resulting directly or indirectly from the conduct of the customer. The Library will arrange for all repairs.
11. By using the CSRS the customer agrees to indemnify and hold harmless the JCPL Board of Trustees and Staff from and against all liability that may be imposed upon them, or any of them individually, for any injury to persons or property caused by the customer or any person in connection with the individual.
12. It is understood that the Jessamine County Public Library, its Board of Trustees and Staff, assume no responsibility whatsoever for any property placed in the Library in connection with using the CSRS and that the Jessamine County Public Library, its Board of Trustees and Staff, collectively and individually, are hereby released and discharged from any and all liability for any loss, injury, or damage to persons or property which may be sustained by reason of using this space.
13. Failure to comply with the CSRS Policy may result in limited or suspended library privileges.
14. This statement of policy is subject to amendment by the JCPL Board of Trustees at any time.

*All JCPL policies can be read at [www.jesspublib.org](http://www.jesspublib.org).*

**JCPL CREATIVE SPACE AND RECORDING STUDIO (CSRS) POLICY AGREEMENT**

**JCPL CSRS Agreement for ADULTS**

I have read and understand the Jessamine County Public Library Creative Space and Recording Studio Policy and accept the terms by signing below.

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

Adult Last Name, First, Middle Initial (Printed): \_\_\_\_\_

Library Card Number: \_\_\_\_\_ Date: \_\_\_\_\_

**JCPL CSRS Agreement for JUVENILES**

**Any user under eighteen years of age must obtain the following consent before using the CSRS.** The juvenile account **MUST** have public computer privileges, which include Internet access. By signing, the parent/guardian allows this access.

I, \_\_\_\_\_ (print adult name), am the parent or guardian of  
\_\_\_\_\_ (print juvenile name). I have read and understand the  
above policy and accept the terms for the juvenile for whom I am responsible by signing below.

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

Juvenile Last Name, First, Middle Initial (Printed): \_\_\_\_\_

Juvenile Library Card Number: \_\_\_\_\_ Date: \_\_\_\_\_