

## 3D Print by Request @ Mission Hills-Hillcrest/Knox Library

We are excited to offer 3D Print by Request service! Send us your 3D designs and get them printed in one week for pickup at the Mission Hills-Hillcrest/Knox Library.

Questions? Email Lab staff at: mhstaff@sandiego.gov or call us at 619-692-4910.

## **3D Print by Request Procedures**

- Complete this 3D Print Request form (all fields are required to process your request).
- Send request form and .STL file to mhstaff@sandiego.gov
  - File name should read: Your First\_Last Name\_Date Submitted\_Model Name.stl (example: Jane\_Doe\_1.2.20\_thebestmodelever.stl)

## **Policy**

- Files will be printed in the order in which they are received.
- 3D print model must be in .STL format.
- Turnaround time for print requests will be at least one week, you will be notified when print is ready for pickup.
- Prints must be picked up at the holds pick up desk.
- 3-hour print time limit per week.
- Multi-Part Prints: Please submit separate requests for each part of your project.
- The library staff reserves the right to refuse any 3D print request.
- Staff cannot guarantee model quality or stability, color, nor confidentiality of designs.
   \*Note: Staff will not remove rafts and supports

Full Name:
Email Address:
Where the 3D file was created or downloaded (Thingiverse, Tinkercad, etc.):
Comments (infill %, rafts, supports, print orientation, etc):