

The Creation Station

Visiting the Creation Station

- Staffed Hours: 1 pm - 3 p.m. Monday, Tuesday, Thursday
- Available to preauthorized users during library hours, unless room is reserved.

The Creation Station is located in the yellow activity room, on the lower level of the library. You'll have access to an array of equipment, tools, knowledge, and support. We have high-tech, low-tech, and no-tech. Come here to build your dream project, collaborate on projects with others, learn how to make new things, and work with some amazing new tools.

Our space is free and open to everyone. There is no cost to use the equipment. Use of equipment is first come, first served. Some machines require additional materials which may be purchased for a fee.

You must be in the Creation Station and monitoring your project from start to finish; this includes the time your project is being cut or etched on the equipment.

You must be 11 years of age or older to be in the Creation Station unsupervised. Those younger than 11 must be accompanied and monitored at all times by a parent or other responsible caregiver who is 17 years of age or older.

We ask that patrons be respectful of others, and take care of the space as if it were their own.

Certain equipment may have proficiency requirements, and there may be fees associated with supplies. Staff must approve any outside materials used on equipment and reserves the right to disapprove certain materials, tools, etc. The library cannot guarantee model quality, equipment availability or stability, confidentiality of designs, or specific delivery times.

Materials Price List

Bringing your own materials is always free; library staff will need to approve them first. Select materials can be purchased from the library. All material fees must be paid before starting your project.

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El Paso District Library Creation Station Policy

A. Appropriate Use of the Space

1. Users must be 11 years of age or older to be in the Creation Station unsupervised. Users younger than 11 must be accompanied and monitored at all times by a parent or other responsible caregiver who is 17 years of age or older.
2. Independent use of equipment may only occur if a user has received approval from the library staff.
3. The Creation Station is a respectful, collaborative workspace for those actively engaged in designing or making physical or digital media works. Users not engaged in such activities will be asked to relocate to a different area of the library.
4. At times, the noise level in the Creation Station will exceed the comfort level of some users. Users should be prepared to work in an occasionally noisy, busy space.
5. Food and drink are not allowed in any part of the Creation Station.
6. Users of the Creation Station must adhere to all El Paso District Library policies and obey all local, state and federal laws when using the Creation Station.

B. Use of the Equipment and Materials

1. Prior to using Creation Station tools or equipment, projects must be reviewed and approved by a library staff member.
2. Use of equipment and tools is available on a first come, first served basis. Use of equipment or tools is limited to 2 hours per day. If no one is waiting to use the equipment or tools, use may be extended at the staff's discretion.
3. Use of select equipment and tools require staff assistance to operate.
4. Select equipment and tools have age requirements for use.
5. Users may bring in their own materials for use with equipment. All materials to be used with library equipment must be approved by staff prior to using the equipment, based on guidelines for each piece of equipment.
6. The library offers materials for purchase with select equipment.
7. The library cannot guarantee product quality, satisfaction, equipment availability or stability, confidentiality of design, or specific delivery times.

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Users are responsible for the storage of their digital files and providing their own storage devices as needed.

8. The library does not offer refunds for materials used or for any remnants.
9. The library is not responsible if there is damage to a project, if a project does not print correctly, does not work or if a user's personal equipment is damaged or destroyed while using any of the library's machines or tools. The library and its staff are not liable for any loss, damage or expenses sustained by any user due to the utilization of services, equipment, software, advice or information.
10. All equipment available in the Creation Station must stay in the Creation Station. Approval may be given to use the equipment elsewhere in the library.
11. Issues, accidents, or injuries must be reported immediately to staff.

C. Restrictions

Users must use the Creation Station and its equipment in a reasonable manner. The El Paso District Library may deny use of library equipment and tools to individuals who do not take proper care of, recklessly use the equipment and tools, or do not attend required orientations in equipment and tool use. Users may be held responsible for willful misuse or damage to equipment.

1. The library reserves the right to refuse any project and/or item creation request.
2. Equipment may not be used to produce:
 - Content or objects prohibited by federal, state, or local law.
 - Content or objects in violation of intellectual property rights.
 - Weapons or look-alike weapons.
 - Objects or materials that would be considered obscene or inappropriate for the library environment.
3. The copyright law of the United States (Title 17, U.S. Code) governs all reproductions of copyrighted material. Users of the Creation Station are responsible for any related infringement. By submitting content or objects, the user agrees to assume all responsibility for, and shall hold the library harmless in, all matters related to patented, trademarked, or copyrighted materials.
4. Computers and the library network may not be used to illegally upload, download, or copy copyrighted materials including software, music, videos and graphics. This includes the use of online services that facilitate the unlicensed sharing of media files. Duplication of commercial CDs or DVDs is not permitted unless allowed by law.