



## **Exhibit A**

### LICENSED SPACE AND MATERIALS

This document refers to all spaces, facilities, and equipment in the Eric J Barron Innovation Hub operated as “OriginLabs.” This includes the Benchworking Lab, Woodworking Lab, Metalworking Lab, Welding Lab, and Surfacing Lab on the 1<sup>st</sup> floor; the Rapid Prototyping and Design Lab, Additive Manufacturing Lab, and The Cave on the Mezzanine level; and The Store on the 2<sup>nd</sup> floor. All other rooms, spaces, facilities, and equipment in the Eric J Barron Innovation Hub are not covered by this document.

*Due to increased risk for damage or bodily harm, some OriginLabs equipment and tools have been designated as “staff-run” and will not be operated by participants, regardless of “license” or “membership” status. These tools include all CNC (Computer Numerical Control) machines, except the laser engravers, and all 3D printing/Additive Manufacturing equipment.*

Participants licensed with a “Service Bureau Membership” are entitled to a la carte usage of design services and may have OriginLabs staff fabricate prototypes on their behalf using the full suite of OriginLabs tools and equipment.

Participants licensed with a “Makerspace Membership” have the same access to services as those outlined above in the “Service Bureau Membership,” but may also access and operate all OriginLabs tools and equipment on which they have successfully completed training (except those outlined as “staff-run,” above.)

## **Exhibit B**

### RULES, REGULATIONS, AND ETIQUETTE

All “licensed” participants (members) of OriginLabs are required to follow the below rules, regulations, and etiquette. Participants found to be non-compliant may be barred from using all or some of the lab facilities for a duration dictated by the OriginLabs’ staff, up to and including a lifetime ban.

These rules and regulations are put in place to ensure the safety of all users, and to keep the labs a highly functional, accessible, and enjoyable facility for all.

-No discrimination. Any actions or words deemed discriminatory by OriginLabs staff will result in an immediate lifetime ban from OriginLabs.

-Aggression and hostility toward other participants or OriginLabs staff will not be tolerated.

-Participants must:

- Use all tools and equipment safely and as directed by OriginLabs staff
- Wear appropriate clothing and Personal Protective Equipment (PPE)
- Immediately alert staff to any dysfunctional or damaged tools and equipment
- Store all personal materials and projects in designated locations
- Thoroughly clean work areas, equipment, and tools after use

-Participants MAY NOT:

- Use lab spaces, tools, or equipment while under the influence of drugs or alcohol
- Attempt to repair or otherwise alter any tools, equipment, or furnishings
- Produce any objects resembling weapons or components of weapons
- Bring food or drink into lab spaces, except in those areas expressly indicated
- Use any tools or equipment without supervision of OriginLabs staff