FORGE | Glowforge Laser Cutting & Engraving

Cost

- There is no charge to use the laser cutter. The library provides limited proofgrade materials to purchase by the sheet if needed. Please see our *Materials Guide* for pricing and more information.

Materials

- Proofgrade materials are encouraged. Non-proofgrade materials will need to be approved by a Forge staff member at the beginning of each reservation. (See *Materials Guide* for more information).
- Forge has limited proofgrade material types available for purchase. (See *Materials Guide* for prices).
- Materials with glues or toxins cannot be used.
- We encourage the use of new materials with receipts/tags for fast and easy approval. Please feel free to ask a Forge staff member any questions.
- It is highly recommended that you bring extra material for testing.
- Remember to keep your materials down to a size that will fit in the laser cutter.
  Maximum: 12.5" deep x 20" wide x 0.5" tall

Design

- It is recommended to create your own vector file in advance and attach your project to the Laser Cutting Reservation form. You can also create your file during your 2-hour reservation, time permitting.
- Only trained library staff can operate the laser cutter.
- File Types:
    - .svg (preferred)
    - .ai
    - .png (duotone)
- Recommended Software:
    - AutoCAD
    - Adobe Illustrator (available in the Digital Media Labs)
    - Boxy SVG Editor
    - Corel Draw
    - Inkscape* (available in Forge)
    - RollApp*
    - SVG-Edit*
    - Vectr*
    - Gravit Designer

* Free open-source options

- Recommended sites for free premade project files:
    - Thingiverse*
    - Glowforge community catalog*
- Learning Resources
    - Laser Cutter instructional Videos
    - Creativebug (Ela card required)
    - Glowforge Community

Laser Cutter Reservations

- For a reservation, please fill out the ***Reserve the Laser Cutter*** form on our website.
- Reservations available to anyone with a library card in good standing registered at Ela Area Public Library with priority to Ela cardholders.
- You are permitted one two-hour session per day. Extra time may be granted (at the discretion of staff) if no one is waiting.
- If your project runs over your time limit, we will allow it to continue to print until completion or until the next appointment arrives and is ready to print (whichever occurs first).
- Projects are stopped 30 minutes before Forge closes.
    - You have a 15-minute grace period before your reservation is automatically cancelled.

Laser Cutter Safety

Before you start cutting and/or engraving:

- Do not put anything inside the laser cutter that is not laser compatible.
- Do not stack materials.
- Do not leave things on, or around the laser cutter.
- Allow prints to cool before handling them.

While in use:

- Do not leave the laser cutter unattended.
- Some amount of smoke and odor is normal when the laser cutter is operating and should not be a concern unless it is so strong that it causes irritation.
- Look inside frequently; the flame should move with the laser. If the flame remains after the laser has passed alert the Forge staff member immediately.