

## JERVIS PUBLIC LIBRARY

### MATERIALS DONATION POLICY

Thank you for thinking of the library. Well-intended patrons who leave unusable materials for us to handle create a great deal of work for the library's limited staff. Please bear in mind the following:

- The library is not permitted to place a value on donations for tax purposes.
- The library cannot accept unusable materials. These include outdated, condensed, musty, moldy, yellowed, soiled, and damaged books. *Most magazines are not accepted, except as listed below.* Very specialized materials, such as technical journals, are not accepted.
- Donations of duplicate materials are accepted only if in heavy demand.
- The library reserves the right to determine what shall be done with *all* donated materials. *Some will be returned to the donor.* Some may be added; some shared with other libraries; some sold in our book sale to acquire funds to purchase new items; some offered free to the public from the "recycling" bin; some discarded.
- *Your name, address, and telephone number are required with all materials donations in the event we must return materials to you.*

### MAGAZINES ACCEPTED

( Most recent 2 years only )

<i>America</i>	<i>Mother Earth News</i>	<i>Readers Digest (Not LT)</i>
<i>Atlantic Monthly</i>	<i>Motor Trend</i>	<i>Scientific American</i>
<i>Business Week</i>	<i>Nation</i>	<i>Sports Illustrated</i>
<i>Christian Century</i>	<i>National Geographic</i>	<i>Time</i>
<i>Commonweal</i>	<i>Nation's Business</i>	<i>U.S. News &amp; World Report</i>
<i>Congressional Digest</i>	<i>N.Y. Genealogical &amp; Biog. Rec.</i>	<i>Vital Statistics</i>
<i>Consumer Reports</i>	<i>N.Y. History</i>	
<i>Current History</i>	<i>New York Times Upfront</i>	
<i>Harpers</i>	<i>Newsweek</i>	
<i>Kiplinger's Personal Finance</i>	<i>Popular Mechanics</i>	
<i>Money</i>	<i>Popular Science</i>	

