

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 These include outdated, condensed, musty, moldy, yellowed, soiled, and damaged books.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)

Consumer Reports

Newsweek

National Geographic

Popular Mechanics

N.Y. Genealogical & Biographical Record

Popular Science

N.Y. History

Time