

## Stewart B. Lang Memorial Library

### Book Donation Policy

---

Stewart B. Lang Memorial Library welcomes your donations of books, movies, music and magazines. Your donation will be added to the collection or sold at the Library Book Sale to help enhance programs and services.

#### **We will accept:**

Hardcover and paperback books in good condition. We cannot accept damaged books (broken bindings, water damage, missing pages, musty or moldy, or excessive writing) or clearly outdated materials.

Commercially published media (CDs and DVDs).

Recent editions of magazines.

#### **We cannot accept:**

Large quantities of books not in boxes.

Boxes that have been moved directly from storage units. Books must be properly inspected by the donor.

Large quantities of Harlequin romance novels.

Toys, games, puzzles or artwork.

Reader's Digest Condensed books.

Textbooks, encyclopedias, or professional journals.

Home produced media.

Cassettes or VHS tapes.

Donations are accepted during Library hours only. Staff has the right to refuse donations based on quantity or condition. Prior notification is needed for more than two boxes or bags of books. Books and donation containers become property of the library and the library will make whatever use of materials it deems appropriate. The library does not determine the value of your donation. Your tax preparer can assist you with this information.