

DONATION INFORMATION SHEET

Date: _____

_____ New Book(s) _____ Money for new book(s)

_____ Used book(s) No. Hardcover(s): _____ No. Paperback(s): _____

_____ Other- Describe item(s): _____

Donation made by:

Name: _____

Address: _____

City, State, Zip: _____

Phone: _____

Needs bookplate: _____ Yes _____ No

Donated in (Memory, Honor) of: _____

(Please Print Legibly)

Confirmation Letter to be sent to: _____ Donor
_____ Family of deceased (see below)

Name: _____

Address: _____

City, State, Zip: _____

Phone: _____

Title and Author of book(s) needing bookplate/letter (NOTE: Books could be sent to secretary with this form instead of filling out this section.)

Note: All materials are accepted on the condition that library may use them or dispose of them as it feels advisable. No items will be accepted which are not outright gifts, and all materials are subject to the library's selection policy.

Signature of donor _____