

## **NEW DONATION GUIDELINES**

The library welcomes donations of books, games, puzzles and DVDs provided they comply with the Library Materials Selection Policy and are needed. If the library is unable to use these materials, they may be accepted with the understanding that they will be sold or given to a recycling center.

Donations are accepted on Tuesdays, Wednesdays, and Thursdays between 9am and 2pm, or by appointment. Donations need to be limited to 4 grocery bags or boxes and must be transported into the library by the donor without help from staff. All materials must be in good, sellable condition.

*Donors may use our transport dolly or book cart without help from staff.*

### **The following materials will NOT be accepted:**

- Non-fiction books more than 10 years old
- CDs
- VHS tapes
- Magazines or periodicals
- Mass market paperback books
- Medical books
- Encyclopedias
- Condensed Readers' Digest
- Textbooks
- Items with any odor (mold, mildew, smoke, musty, etc.)
- Items with water damage and/or visible mold or mildew