

# Gifts to the Library

I hereby donate unconditionally to \_\_\_\_\_ Public Library, the books or other materials described below. I understand and agree that they may be retained, loaned, cataloged, and used in any manner that the Library deems desirable. All materials found to be unneeded will be disposed of in any manner that the Library sees fit, including sale or disposal. Items may not be returned to original owner once donated.

## Patron Information

Name: (Last, First) \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

## Description of Donation

Please items donated: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The dollar value to be determined by person donating the items. The library is not allowed to set a dollar amount for income tax purposes.

I wish my donation to be treated confidentially  Yes  No

I wish a receipt for income tax purposes  Yes  No

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Signature