

**FLORENCE COUNTY LIBRARY
MATERIALS DONATION FORM AND POLICY STATEMENT**

NAME OF DONOR

The Florence County Library gratefully
acknowledges your donation of:

STREET ADDRESS

_____ # of hardback books
_____ # of paperback books

CITY STATE ZIP

_____ other

Your support of the Florence County Library is greatly appreciated.

PERSON ACCEPTING DONATION

LIBRARY/DEPT. RECEIVING DONATION

The Florence County Library is honored to receive donations of books and other library-related materials. It is the policy of the library to accept donations only with the understanding on the part of the donor that an item will be added to the library's collection if needed and only if it meets the selection standards of other library materials. Florence County Library reserves the right to dispose of unused items by standard library procedures. Often this will be to donate items to the Friends of the Library for their books sales. Books cannot be returned to the donor.

The Library does not give cost evaluation of donated materials; this evaluation is up to the donor or his/her tax accountant. However, this statement certifies receipt of the number of items being donated. The donor will be responsible for the original count of the donated materials and for bringing the items to a library location.

DATE

DONOR'S SIGNATURE