



Main Library & Administrative Office  
1160 North Court Street  
Circleville, OH 43113  
740.477.1644

# Donation Form

The library welcomes donations of many types. If you wish to discuss donation options, including donations made to the library's foundation or any type of donation not indicated below, please see a staff member to schedule a time to talk to the director or their designee. The library donation policy is available upon request.

## Donation Designations:

- General Donation* - Used for the general operation of the library.
- Imagination Library or Library Foundation Fund* – Please direct these donations to the Pickaway County Community Foundation at 770 North Court Street, Circleville, OH 43113 or online at [www.yourpccf.org](http://www.yourpccf.org). See a staff member for more information.
- Restricted Donation* - Designated for a specific purpose. Common restricted donations are below; you may select one of the options if you do not wish to make a general donation. Please note that collection materials are used at multiple locations and cannot be restricted to a specific branch.

For Restricted Donations, please select ONE:

- Programming (e.g. presenters, supplies)
- Children's Collection (e.g. books, movies)
- Adult Collection (e.g. books, movies)
- Capital Outlay (e.g. computers, furniture)
- YA Collection (e.g. books, movies)

For *Programming* or *Capital Outlay* restricted donations above, please select ONE:

- Any
- Main Library
- Younkin Branch
- Outreach Services

- New Material (books, etc.)* – Select if donating materials directly in lieu of a monetary gift. Please note that acceptance of material donations does not imply materials will be added to the library collection.

## Donor Information:

Donor Name: \_\_\_\_\_

Contact Name (for donations by organizations only): \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

## Donation Acknowledgement Information:

Acknowledgement should be sent to: (name & address) \_\_\_\_\_

Donor Name for Book Plate (if applicable) \_\_\_\_\_