



Donation Policy Highlights:

- 1) Donated new materials must meet the standards the library uses for purchasing new items. (Please discuss with the Collection Development Coordinator.) Items that cannot be added to the library's collection will be donated to the Friends of the Pickaway County District Public Library.
- 2) Monetary donors are encouraged to suggest subject areas or individual titles to be purchased in memory of or in honor of individuals or organizations. The library staff will make the final decision on the purchase of individual titles.
- 3) Monetary donations that are given without specific instructions will be used for the library's general operating fund.
- 4) Other types of donations (such as artwork, furniture and equipment) will be considered on a case-by-case basis. Please see the library director. The final decision on whether or not the library will accept gifts of this type will be made by the Library Board of Trustees of the Pickaway County District Public Library.
- 5) All gifts are final. By the act of donation, the donor permanently relinquishes all rights of ownership and dispensation. The library cannot be required to keep track of or inform patrons of the status, disposition of or location of donated materials. The library cannot appraise materials for tax purposes.

***The complete library donation policy is available on request or at the Web site: [WWW.PICKAWAYLIB.ORG](http://WWW.PICKAWAYLIB.ORG)***