



## **Centerville Public Library Donations Policy**

Centerville Public Library accepts donations of materials in good condition including books, DVDs, music and audio CDs. All items become the unrestricted property of Centerville Public Library and may be added to the collection, sold in our bookstore for the benefit of the library, or discarded. All donors who so desire are given a receipt of their donation without a determination of monetary value.

The library does not accept textbooks, encyclopedia sets, or materials in poor physical condition, mildewed, dusty or soiled. Donated magazines are not added to the collection or sold in the bookstore, but may be made available for the public to take.

The library reserves the right to decline any gift which does not further the mission or goals of the library. The decision to add donated material to the library collection is based on the same criteria that is applied to regular library purchases.

Personal property, art objects, memorial or commemorative objects, antiques, and similar items are not generally accepted as gifts. Centerville Public Library reserves the right to decline any gift which is not suitable for the library or which would result in the incurrence of excessive expense or administration.

Contributions toward the purchase of library items on our wish lists are appreciated and may be donated in honor or memory of a loved one.