

Donation Acceptance Policy

Gale Library, Newton

- The Gale Public Library will accept books and other library-related materials which are in **very good condition**.
- We are not able to accept textbooks or encyclopedias.
- Other unacceptable donations include water-damaged books, outdated non-fiction books, mildewed or musty books, torn or soiled books.
- Materials not selected to go into the circulation collection will be put on the Friends of the Library Book Sale rack.
- Donors who have a large amount of materials should call the library and request a time to drop them off.
- Donations should not be left on the porch or back of the library during closed time.
- Library Director has the discretion to not accept outdated materials.
- Receipt letters are provided upon request. The library will not put a dollar value upon the materials, only the amount of materials donated.

Adopted and Approved on December 14, 2005

Amended on August 8, 2007

Amended on May 9, 2012

Amended on January 10, 2013

RSA 202-A: 4-d

Board of Trustee Signatures:

Chairperson: Marilyn Landry

Treasurer: Kathy Meserve

Secretary: Carol Szot

Alternate: Sally Woodman