



## BOOK DONATION FORM

**Thank you for donating your used books and other materials to the Hamburg Public Library!** Proceeds from library book sales contribute to the library’s annual operating costs, and the success of our book sales rely on our generous donations. Library staff may review donated materials to select suitable items for the library’s collection, but most items go into the library’s book sales.

### We gladly accept:

- Books in good condition (clean, dry, and mold-free)
- Commercially recorded media: music on CD, audiobooks on CD, and movies or TV shows on DVD and Blu-ray
- Jigsaw Puzzles with complete pieces
- Games and Children’s Activities with complete pieces

### Sorry, but we can’t take:

- Technical and legal manuals
- Textbooks, theses, or dissertations
- Encyclopedias
- VHS or cassette tapes
- Magazines or Catalogs
- Items which are dirty, moldy, musty, chewed, or damp
- Bibles
- Reader’s Digest Condensed Books
- Travel guides more than 5 years old
- Homemade media recordings
- National Geographic Magazines
- Computer software

### Receipts

The Hamburg Public Library is a 501(c)(3) non-profit organization. The library does not assign a value to the items you donate. The following form is a record of your donation.



### Donation Receipt Hamburg Public Library

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

# of Items	Type of Material	# of Items	Type of Material
_____	Hardcover Book	_____	Books on CDs
_____	Paperback Book	_____	Jigsaw Puzzles
_____	DVDs	_____	Music CDs
_____	Other: _____		

Date: \_\_\_\_\_ Received by: \_\_\_\_\_

### THANK YOU!

The Hamburg Public Library is a 501(c)(3) non-profit organization. Please retain this receipt for your income tax purposes.