

DONATION POLICY

- Materials accepted:
 - Materials must be clean and in relatively good condition
 - Popular titles – paper and hardcover – fiction and nonfiction
 - Good condition older titles: i.e. potential collectors' items
 - From individual donators – organizations cannot donate large amounts of items without prior approval

- Material not accepted:
 - Outdated nonfiction titles
 - Out-of-date encyclopedias
 - Magazines (including National geographic)

- Other conditions/preferences:
 - Materials must be boxed
 - Materials must be carried into the storage area
 - Materials may **not** go into the library collection and may go to the Friends of the Hurst Public Library
 - Staff does not access value of any donations