

**FINDLAY - HANCOCK COUNTY**  
**PUBLIC LIBRARY**

**FINDLAY-HANCOCK COUNTY PUBLIC LIBRARY  
DONATION FORM**

The library gratefully accepts gift items only with the understanding that they become the sole property of the library. If the items cannot be used in the library, they are usually sold at the Friends of the Library's Book Cellar, with the proceeds benefiting the library. Items that cannot be used in the library or in The Book Cellar may be donated to other institutions or organizations.

The library accepts items that are in good condition. Torn, dirty, wet or water damaged, moldy, crumbling, or underlined items are not accepted. Additionally, the library is unable to accept magazines.

Items should be brought to the library in a box or bag marked as a "Donation." The library is unable to pick up donated items. The library cannot place a dollar value on donated items for tax purposes.

Donor's name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Donor's Signature: \_\_\_\_\_

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

Receipt letter requested: Yes \_\_\_\_\_ No \_\_\_\_\_

**Donation:**

Number of hardbacks donated: \_\_\_\_\_ Number of paperbacks donated: \_\_\_\_\_

Other items donated:

\_\_\_\_\_  
\_\_\_\_\_