



---

## Library Materials Donation Form

### DONOR:

Contact Name: \_\_\_\_\_

Company/Organization (if applicable): \_\_\_\_\_

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

City/State/Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_

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

Anonymous Gift?: \_\_\_\_\_ Yes \_\_\_\_\_ No

---

*Please print name on the line above exactly as you would like your gift to be recognized.*

*For example: Mr. & Mrs. John Smith – John H. & Mary K. Smith – The Family of John Smith*

### DONATION DESCRIPTION:

---

---

---

Date of Donation: \_\_\_\_\_ Value of Donated Item(s): \_\_\_\_\_ (based on donor's valuation)

### GIFT POLICY:

Frassati Catholic High School accepts donations of new and used materials. Items which meet the library selection policy will be added to the collection. Items that cannot be used at Frassati Catholic High School will be shipped to Better World Books. Donations can be of any reading level in any world language. For those wishing to make a monetary donation for new materials, a donor book plate can be placed in the front of the donated items. The Librarian is always available to help with materials selection as needed. If a donor is considering a gift of books they already own and wonder if they are suitable, look at the Selection Criteria in the complete Frassati Catholic High School Library Policies. These criteria are used for purchased and donated books alike. A copy of the complete policy is available from the library or Office of Advancement, upon request.

---

Donor Signature of Agreement

---

Date

### ARRANGEMENTS:

Item(s) delivered with form

Item(s) to be picked up on: \_\_\_\_\_ at \_\_\_\_\_

---

Item(s) to be delivered to Frassati Catholic High School on: \_\_\_\_\_

**THANK YOU FOR YOUR GENEROUS DONATION!**