

## Newmarket Public Library Material Donation Policy

The Newmarket Public Library will accept donations of books and other media. All items accepted will be evaluated for possible addition to the library's collection. Any items not added to the collection will be sold by the Library book sale or disposed of in any way that the Library sees fit. All donations will be evaluated at the time of their delivery. The Library reserves the right to refuse donations of dated or physically deteriorated books, other media, and equipment. Specifically, the Library will not accept: any items that are moldy, mildewed or dirty; textbooks; encyclopedias; and Reader's Digest Condensed books. The Library will issue, upon request, a receipt for the number of books or times donated, but will not put a monetary amount on the receipt.

Adopted July 24, 2012 Amended November 10, 2015 Newmarket Public Library Board of Trustees