

**GIFT FORM**  
**BRYAN WILDENTHAL MEMORIAL LIBRARY**

Date Received: \_\_\_\_\_  
Type Solicited \_\_\_\_\_ Unsolicited \_\_\_\_\_  
Donor: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

**Gift Policy:** The Library accepts donated books and other materials from individuals and organizations but reserves the right to accept or reject materials according to the judgment of the Dean of the Library and the Director of Library Collection Development. Titles accepted should match areas of research and instruction within the University's mission and must be in a suitable condition and format to be adequately housed in the Library's collections. Titles already held or not deemed suitable for the collections will not be kept. **THERE SHALL BE NO RESTRICTIONS ON DISPOSAL OF UNWANTED ITEMS.**

The Library **cannot** provide a statement of the value of gift items for income tax deductions or other purposes.

I understand and agree to the above terms of this gift:

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

***For Staff use only***

**Description:** (number of items) \_\_\_\_\_  
General Stacks or Reference: Total: \_\_\_\_ (Hard copy \_\_\_\_ Paperback \_\_\_\_)  
Children's Books: Total: \_\_\_\_ (Hard copy \_\_\_\_ Paperback \_\_\_\_)

Media \_\_\_\_\_

Other \_\_\_\_\_

Condition of Items \_\_\_\_\_

Contents notes \_\_\_\_\_

Disposition \_\_\_\_\_