

Date Received: _____

Donor Information

Donor Name: _____

(First and Last Name, and title if a Sul Ross State University employee)

Mailing Address: _____

Address

City

State

Zip

Phone Number or Email Address: _____

Items Received: Include Titles, Author(s), Year, and type (Book, Media, Other)

_____	<input type="checkbox"/> Book	<input type="checkbox"/> Media	<input type="checkbox"/> Other
_____	<input type="checkbox"/> Book	<input type="checkbox"/> Media	<input type="checkbox"/> Other
_____	<input type="checkbox"/> Book	<input type="checkbox"/> Media	<input type="checkbox"/> Other
_____	<input type="checkbox"/> Book	<input type="checkbox"/> Media	<input type="checkbox"/> Other
_____	<input type="checkbox"/> Book	<input type="checkbox"/> Media	<input type="checkbox"/> Other
_____	<input type="checkbox"/> Book	<input type="checkbox"/> Media	<input type="checkbox"/> Other
_____	<input type="checkbox"/> Book	<input type="checkbox"/> Media	<input type="checkbox"/> Other
_____	<input type="checkbox"/> Book	<input type="checkbox"/> Media	<input type="checkbox"/> Other
_____	<input type="checkbox"/> Book	<input type="checkbox"/> Media	<input type="checkbox"/> Other
_____	<input type="checkbox"/> Book	<input type="checkbox"/> Media	<input type="checkbox"/> Other

Gift Policy

The Bryan Wildenthal Memorial Library accepts donated books and other materials from individuals and organizations but reserves the right to accept or reject materials according to the Collection Development Policy. **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.

My signature shows that I understand and agree to the above terms of this gift donation:

Signature: _____ Date: _____

Thank you for your donation to the Bryan Wildenthal Memorial Library!

For Staff use only:

Receiver: _____

Description:

Number of items donated: _____

General Stacks or Reference:

Total: _____ (Hard Copy _____ or Paperback _____)

Children's Books:

Total: _____ (Hard Copy _____ or Paperback _____)

Media and/or Other:

Total: _____ (DVD _____ or Other _____)

Condition of Items: Include a brief statement and your name.

Content Notes:

Disposition (if necessary):