

HOOVER PUBLIC LIBRARY

DONATION OF BOOKS AND MATERIALS

The Hoover Library appreciates the thoughtfulness of its patrons who donate a variety of print and media materials to the library. Some items may be added to our collection or given to the Friends of the Hoover Library Bookstore. The Friends generously donate the proceeds from the sale of donated materials and books back to the library to fund programming and to purchase other library materials.

Because of limitations of space, money and staff, the library does reserve the right to accept or discard, at its discretion, any donated materials. Gifts of materials that are accepted by the library become the absolute and unconditional property of the library and cannot be returned to the donor for any reason.

The library reserves the right to refuse any book or material donations that it deems to be not in the best interest of the library to accept.

What kind of donations does the Hoover Public Library accept?

The library accepts donations in **new** or **gently-used condition**.

- Books
- Audiobooks on CD or cassette
- DVDs
- VHS tapes
- Vinyl Records
- Puzzles
- Music CDs

We cannot accept:

- Materials in poor condition
 - Dusty, dirty items
 - Stained, water damaged, mildewed
 - Torn pages or covers
 - Scratched or defective DVDs or CDs
 - Smelly, burnt or moldy
- Encyclopedias
- Harlequin Romance
- Software
- Manuals
- *National Geographic* magazines
- Magazines

- Catalogs
- Law case, statute and regulation books
- Dated reference books
- Out-of-date travel books
- 8 track tapes
- Cassette tapes
- Textbooks
- Homemade DVDs, CDs, videos, or cassette tapes

Where can I bring my donations?

Please bring donations in small boxes or bags that can be easily carried. Library staff are not able to pick up donations from a person's home and are unable to carry boxes into the library from vehicles.

- Circulation desk during open hours
- Administration entrance, 9-5, M-F

If you have more than four (4) large boxes, please email us at hvrefdesk@bham.lib.al.us and put "Donation" in the subject line to see if we have the room to accept your donation or call 205-444-7840.

Is my gift tax deductible?

Yes. Library staff cannot determine the value of a donation for IRS purposes. We will provide a form acknowledging the donation you made to the library.