



Guidelines for Book Donations



First, a few pointers about what not to donate

We don't like to think that we have limits, but some items are simply not appealing to the Friends' Book Sale clientele, for a variety of reasons. Furthermore, all donations require volunteer time to sort and box—plus storage space—all of which are precious resources, and always in short supply.

Please use these guidelines to help you discard inappropriate material before donating to us (or any other nonprofit).

Condition matters!

Please do not donate books in the following condition:

- Dirty, shabby, soiled or smelly
- Moldy or mildewed
- Water damaged or insect damaged
- Damaged binding or pages
- Missing or torn covers or pages
- Excessive markings or highlighting
- Softcovers with crooked or twisted spines



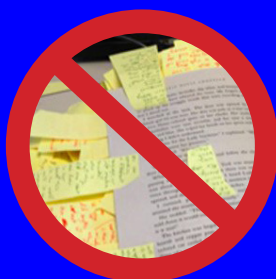
For legal reasons, we cannot accept homemade copies of any type of media or commercial software that is not prepackaged with a book.

Please remove any post-it notes or sticky tabs from the book.

Finally, before you donate a book, hold the spine, shake the book gently, and ruffle the pages. People often leave things in books and forget about them—receipts, photographs, cards and even cash. Check before you donate!

Also, please note:

- We do not return containers (thanks)
- We reserve the right not to accept any donation deemed unsuitable



Drop-off location

Smaller donations are gratefully accepted at the Pamlico County Public Library located at 603 Main St., Bayboro, NC, 28515 (inside Pamlico County High School). Library hours can be found at the library website, mycprl.org.



We are unable to pick up donations from the public. If you are considering a large donation that might overwhelm our available space, please email us first at donatebooksfriendsofthelibrary@gmail.com.

We are pleased to consider offers of unique or specialized collections that do not meet the standard guidelines above. We may decide to send a subject expert out to review your special collection. Please email donatebooksfriendsofthelibrary@gmail.com to discuss such a donation.

How to get a receipt for your donation

If you need a receipt for tax purposes, count the number of items and leave it with your donation along with your name and mailing address. We can provide receipts for the number of items, but cannot assess the value of your donation. The receipt will be mailed, but please be patient.

We sincerely appreciate your donation!