

*City of Concord, New Hampshire*

**CONCORD PUBLIC LIBRARY**

# **Library Materials Donation Agreement (Less Than \$5,000)**

Name:

Address:

Phone:

Email:

**Purpose:** The Concord Public Library expands, diversifies and recycles its Library Materials on an ongoing basis. As a part of that effort, the Library accepts or rejects, at its sole discretion, Library Materials in the form of donations from individuals and organizations.

**Library Materials:** Books, eBooks and Audio Visual materials such as CDs, Blu Rays and DVDs, and Artwork... with a Value Less than \$5,000. The Library does not accept textbooks, magazines, catalogs, encyclopedias or reference materials.

**Donation Policy:**

(a) The Library Director may accept Library Material(s) at his/her sole discretion for use in the Library.

(b) All accepted donations shall be gifted to the Library without any conditions or agreement between the donor and the Library.

(c) The Library may use the donated Library Material(s) in any manner at its sole discretion. In addition, the Library may keep or discard any donated Library Material(s) at its sole discretion. (d) The Library Director shall provide notice of accepted Library Material(s) to the Library Board of Trustees at its next meeting following receipt of said Library Materials.

**Donation Acknowledgement:**

I own the personal property described below and desire to give said property to the Concord Public Library. I do hereby irrevocably and unconditionally give and transfer to the Concord

Public Library all right, title, and interest, including all copyright, trademark, and related interests, in and to the following described property.

Donated Library Material(s):

By my signature below I accept the terms and conditions outlined in this deed of gift agreement.

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Donor Signature

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Date

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Library Director

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Date