



evergreen

Donation of Library Materials Form

The Daniel J. Evans Library accepts donations of books and other materials that may find a home in one of our collections. Materials donated to the library will be handled at our discretion and must be given without qualification or restriction. While some materials may be placed into the library collection, other materials may be sold or otherwise discarded.

Please review our donation guidelines online at <https://www.evergreen.edu/library/donations>.

Donation Details

I am donating materials to: (circle one) Library | Rare Books | Zine Collection | Other

Condition of materials (new, good, used, etc): _____

Amount of materials (5 books, 3 boxes, etc): _____

Why these materials are of value to our collection(s): _____

Contact Information (in case we have questions about your donation):

Name: _____ Phone Number: _____

Email Address: _____

Acknowledgement

By signing you acknowledge that materials donated to the library will be handled at our discretion and must be given without qualification or restriction. While some materials may be placed into the library collection, other materials may be sold or otherwise discarded.

- ☐ I am the copyright holder and grant the library permission to digitize materials for the Archives' al collections.
- ☐ I am a student and waive FERPA rights to donated materials.

Sign here:

Date:

We do not have the capacity to provide separate receipts or "thank you" letters for donations at this point, but we will be happy to make you a copy of this donation form for your records.