

Donation Guidelines

Our sales are only as good as the donations we get. We can only sell books that are in good condition. Books that are damp, moldy or smelly, have torn covers, missing pages, or have been nibbled on by the family pet cannot be sold. Please recycle these books yourself. Remember when you donate something we can't sell, we have to dispose of it and that costs money. Paying garbage or recycling fees for unsellable donations takes money away from our effort to support Tolono Public Library.



Books like these should not be donated because they are dirty, warped and damaged. They cannot be sold and must be thrown away.



Those with a *large* number of donations should make an appointment with Dianne Bland (dbland@tolonolibrary.org Please put "donation" in the subject line.) or call 485-5558. No appointments available on Wednesdays or weekends.

Acceptable Items

We gladly accept:

- items which are in good condition, clean, dry, mold-free
- books with covers
- audio books on CDs
- commercially produced CDs
- commercially produced DVDs and videos
- puzzles and games (with all the pieces in **like-new** condition)



Books like these are clean and packed flat to prevent damage. They will sell at the Book Sale.

Unacceptable Items

WE DO NOT ACCEPT:

- items which are unhealthy to handle or dirty, moldy, smelly, burnt, chewed or wet
- books missing covers
- National Geographic magazines and most other magazines
(We do accept certain magazines; please call to find out whether we accept what you have.)
- encyclopedias
- homemade DVDs, CDs, videos, or cassette tapes
- Reader's Digest condensed books, except large type editions
- law case, statute, and regulation books
- CliffsNotes
- catalogs
- theses or dissertations
- AAA Travel Guides except the 2 most recent years
- Text books
- Garage sale leftovers or any item discarded or sold from ANY library