

BOOK DONATION POLICY

Elizabeth Public Library welcomes book donations all-year-round.

All donations accepted by the Elizabeth Public Library become the property of the Library, to be used as the Library best determines. While we are appreciative of the generosity of our community, no guarantees are made that books or other materials donated will be added to the collection. Explanations as to why a specific donation have or haven't been added will not be provided to any member of the public.

Book donations to the Elizabeth Public Library are included in our two annual Book Sales; given away freely to children, teens, and adults; sent to Better World Books, a nonprofit reseller; further donated to local senior centers, nursing homes, or prisons; or recycled.

We accept:

- New and gently used books, both hardback and paperback, both fiction and non-fiction, for children, teens, and adults
- DVDs and audiobooks

We **do not** accept:

- Textbooks
- Encyclopedias or other reference sets
- Condensed books, such as Reader's Digest
- Old dictionaries
- Used puzzles, games, or puzzle books
- VHS tapes, cassette tapes, CDs, or records
- Health, travel or technical books over 5 years old
- Magazines or newspapers
- Uncorrected proofs

In the interest of safety, we also **do not** accept:

- Books that have been stored in attics, cellars, garages, or basements
- Books in poor condition, including those that are yellowing, moldy, mildewed, water-damaged, highlighted, or annotated
- Books that are infested with bed bugs, mites, etc.

When dropping off donations:

- Bring donations in boxes or plastic bags to circulations desks inside the library main building or branches
- Do not leave outside doors, on loading docks or in book drops
- We will **not** accept donations of over 50 books at one time