

Gifts-in-Kind Donation Form

Thank you for your interest in donating material to the Meriam Library.

Please provide the following information

Name _____

Address _____

Phone () _____ E-mail _____

Brief description of proposed donation (e.g., subjects, textbooks, nonfiction, fiction, journals, specific subject, approximate age of items):

Approximate number or linear feet of material:

Hardbound volumes _____

Paperback volumes _____

Other _____

Gift Conditions

Gifts that are accepted are received with the understanding that, upon receipt of the materials, they become the property of the Library. The Library reserves the right to determine retention, location, cataloging and other considerations relating to the gift's use or disposition. The Library may sell or otherwise discard materials which are not appropriate to its collections or which duplicate existing materials. Determination of value, for tax purposes, is solely the responsibility of the donor.

(Optional) If you have had your items appraised, we would appreciate knowing the appraisal. The University Advancement Office would like to acknowledge you as a donor to the university at the value of the appraisal.

Return to:

University Librarian
Meriam Library
California State University, Chico
Chico CA 95929-0295

Or email to:

Signature _____ Date _____

Meriam Library use only

Received by _____

date _____

Acknowledgement sent by _____

date _____