

Donation Guidelines

Ida Rupp Public Library welcomes your donated books and movies. Your donation either will be added to the Library's collection or sold at the Friends' annual book sale or via the year-round donation display.

The Library **can** accept the following donations:

Books that

- are clean and free from dust and mildew.
- have the bindings intact.
- do not have missing, yellowed, or torn pages.

DVDs that

- are play able.
- are current.
- are in cases.

The Library **cannot** accept any of the following items:

- computer software or equipment
- VHS tapes
- audio cassettes
- text books or encyclopedias
- magazines
- CDs

Possible alternative donation sites:

- Goodwill Industries, 205 SE Catawba Road (Rt. 53)
- Portage Resale Shop, 301 W. Second Street

The Library will, upon request of the donor, provide a receipt for donated items, but cannot assign a value to donated materials. Once accepted, donations are property of the Library and cannot be returned to the donor.