

Donation Policy
Albion Area Public Library

This statement of policy covers the implementing of donations for the Albion Area Public Library, as established by the Board of Directors.

Gifts of books and other materials are accepted without commitments as to final disposition and with the understanding that they are not necessarily to be added to the collection. The same criteria used for the selection of all other materials will be used in evaluating gift materials. The library retains unconditional ownership of the gift and reserves the right to decide the conditions of display, housing, retention, and access to the materials.

The Albion Area Public Library does not appraise books or other materials for income tax purposes. Upon request, the Albion Area Public Library will provide the donor with a written acknowledgment of the number items received.

Reviewed, revised, and approved: July, 2023