



## **GIFT AND DONATIONS**

Unrestricted, irrevocable gifts, donations and contributions to the library may be accepted by the Director on behalf of the Library Board of Control. No gifts or donations conditionally made shall be accepted.

Patrons may donate funds to purchase library materials in memory of someone or in honor of someone. Specific recommendations regarding the subject matter may be honored with the understanding that the subject matter must enhance the subject area of need within the collection and meet collection selection criteria. The library acknowledges monetary donations by placing a book plate in the items purchased. A receipt for memorial monetary donation can be provided to donor upon request.

Gift materials in suitable formats are subject to the same selection criteria applied to purchased materials. The library accepts nonmonetary gifts with the understanding that these items may or may not be added to the collection. All materials given to the library become Acadia Parish Library property. If the material is useful but not needed in this library's collection, it may be disposed of at the discretion of the Director. The library will not assign a value to donated gift materials for tax donations or other purposes. Once a book, magazine, cash, set of books or any other items or group of items is given to the library, it may not be returned. It becomes the unconditional property of Acadia Parish Library.

Approved by the Acadia Parish Library Board of Control on November 25, 2024.