<u>Friends of the South Milwaukee Library</u> <u>Donation Guidelines - Books and Materials</u>

Your generous donations of books and other items support library programs through Book Sales and the Book Nook. Please follow these guidelines to help the staff and volunteers repurpose your donation safely and efficiently.

We welcome donations of:

- *Hardcover and paperback books
- *Vinyl records
- *Music CDs
- *Puzzles and board games with all pieces
- *Movies on DVD/Blu-ray

We do not accept:

- *Yearbooks
- *Encyclopedias
- *Textbooks
- *Ringbound/fundraiser cookbooks
- *VHS Tapes
- *Homemade video and audio recordings
- *Cassette tapes
- *Audiobooks on cassette or CD
- *Magazines
- *Video games

DO NOT DONATE ITEMS WITH

- *Water or smoke damage
- *Mildew and/or musty odor
- *Torn pages and/or covers
- *Broken spines

Please bring any items you wish to donate to the circulation desk. We reserve the right to decline any donation. A receipt for tax purposes is available upon request.