

Freedom Public Library

Material Donation Policy

Effective Date: 7/16/26 Approval Date: 7/16/26

Approved by: Freedom Public Library Trustees

Freedom Public Library very much appreciates the generosity of persons that donate materials to the library. However, to maintain a quality collection for all we have established some basic guidelines.

The library will happily accept the following materials in good to excellent condition:

- Hardcover and paperback books – 5 years old or newer
- Music CDs – in good condition and original packaging
- Books on CD - in good condition and original packaging
- DVDs - in good condition and original packaging

The library does not accept:

- Readers Digest Condensed Books
- Magazines
- Textbooks
- Encyclopedia sets
- Videos on VHS
- Vinyl records
- Music/books on cassette
- Abridged Audiobooks

Donations must be clean (no water damage, mold-free, odorless), pages whole, binding and dust jackets intact, free of highlights, underlining, and notes.

All donated material becomes property of the Freedom Public Library. The library reserves the right to sell, donate, or otherwise discard materials at the discretion of the Library Director.

There is a **limit** of two bags or boxes accepted at one time. All donated materials must be delivered to the library.

If requested, an acknowledgement of donation will be provided. A listing of donated items and/or monetary value for the items will not be provided.

Changes to this policy can be made by the Director on a case-by-case basis. At their discretion.