



# Madigan Library

## Material Donation Form

The Madigan Library is pleased to consider gifts of materials for possible addition to the collection, provided they support our curricula, are in good condition and do not duplicate our holdings.

We do not accept: VHS tapes  
Audiocassette tapes  
Textbooks  
Anything with markings, highlighting, or books that are soiled  
Periodicals

All donations become the property of the library and are evaluated and handled in the same way as purchased materials. Unwanted materials will be recycled.

I have read the above policy and agree that my donation may be handled accordingly.

Date \_\_\_\_\_

Donor's Name \_\_\_\_\_

Donor's Signature \_\_\_\_\_

Address Line 1 \_\_\_\_\_

Address Line 2 \_\_\_\_\_

Phone number \_\_\_\_\_

Donor's affiliation with Penn College:	Alumnus	_____	Staff	_____
	Faculty	_____	Student	_____
	Member	_____	Other	_____
			None	_____

Title(s) of donation \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please return this form, along with the items to be donated, to the **Acquisitions Division, Room 223 Madigan Library.**