

TEMISKAMING SHORES PUBLIC LIBRARY BOOK DONATION GUIDELINES

Thank you for thinking of us.

The Library accepts gifts of books, other materials, or money for the purchase of specific items with the understanding that the Library retains unconditional ownership of the gifts, and that they will be added to the collection only if appropriate and needed. If they are not needed because of duplication, poor condition, or dated information, the Library CEO or designate may dispose of them as they see fit.

Most items that we cannot add to our collection go in our book sales. At times, our book sale is at capacity and we may turn away donations. If this happens, there are other public libraries in the area who may accept your donation.

We can accept books, DVDs, board games, audiobooks, and puzzles that fit the following criteria:

- Items must be in good to excellent condition.
- Hardcover fiction with dust jackets.
- Biographies and non-fiction less than 5 years old.
- Children's books.
- Audiobooks in original packaging with all CDs included.
- Puzzles with all pieces included.
- Boardgames, even if pieces are missing.
- DVDs: blockbusters, current, classics, children's, interesting series, educational.

Items we cannot take include:

- Dirty, stained, water damaged, mildewed, moldy, musty, or smell like cigarette smoke.
- Damaged, torn pages or spines.
- Books that are dog-eared or yellowed.
- Books with writing or highlighted text.
- Text books, dictionaries, or encyclopaedias.
- Reader's Digest condensed books.
- Large number of magazines.
- VHS tapes, music CDs, cassettes, vinyl records.
- Software.
- Home-made DVDs or pornographic material.

Please check with staff before bringing in donations.

We cannot accept a large amount of donated items at once because we don't have room to store materials that don't fit in our book sale.