

Thank you for thinking of The Ames Library. Please consult the Library Gift Policy on the reverse side before donating your materials. Below is a form that we ask you to complete so that we may record informat`

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The Ames Library of Illinois Wesleyan University welcomes materials that enhance existing collections and support students and faculty.

All gifts are evaluated in terms of the goals of the library, which fall outside the scope of its Collection Development Policy. Short or incomplete back runs of journals, mass-produced materials, and existing holdings are examples of library materials. It is not necessary to decline a donation, alternative recipients are committed to providing socially and environmentally responsible materials for our collection through the Sustainable Shelves program.

Once accepted, gift materials become the property of the library. The Librarian reserves the right to determine the use or disposition of all gifts-in-kind.

Donors are encouraged to discuss potential gifts with the Librarian before the donation is actually made. The processing of a gift should be completed within 30 days. Donors will need to fill out a Donor Record Card.

