



Donation Acceptance Policy

FRIENDS OF THE RICHMOND PUBLIC LIBRARY

We welcome your donation of the following *gently used* items:

- Good condition hardback and paperback books;
- Good condition DVDs, CDs, and audiobooks;
- Good condition popular magazines;
- Good condition booklets (such as how-to-do-it instructions: example: knitting; woodworking; etc.)

If you need help bringing your donations into the library, please contact: Kathy Haug at 510-815-1466 to schedule a drop off.

We ask you not to bring any of these items our way:

- Encyclopedia sets;
- Advance readers copies (pre-publication, pre-proofreading -- we can't legally sell these);
- Business, computer, health, legal, textbooks, or travel guides 3+ years old;

If you have any further questions or would like suggestions for other places that may accept the above items, please contact: Kathy Haug at 510-815-1466.

***Please do not bring moldy/mildewed/damaged items such as:**

- Moldy smell or visible mold/mildew;
- Books that have:
 - covers torn off;
 - heavy underlining;
 - a bad smell;
 - badly worn, creased, torn, or yellowed pages.

*These sorts of books should go into your recycling bin (if allowed by your trash service) or into your trash bin. Mold can spread to other books and some people are allergic to it.