**Book Donations**

Most of the books in our annual used book sale are donated by individuals from the college and the surrounding community and we are grateful to these donors for making our sales possible. Each sale represents a completely new round of donations; books are not held over from one sale to the next.

**Book Donation Guidelines**

We are happy to receive a wide assortment of books, both hardcover and paperback, as well as audiovisual materials, that are clean and in good condition. Audiovisual materials include: CDs, DVDs, LPs, videos, commercially produced audiocassettes, Books on Tape. Over the years, we have identified items that do not sell well and are expensive to dispose of.

**We CANNOT accept:**

- Encyclopedias published between 1940-1980
- Encyclopedia yearbooks
- Outdated travel books (Fodor, Frommer, etc.) more than 2 years old at the time of sale
- Consumer medical or pharmacological books more than 10 years old at the time of sale
- Textbooks published before 2001
- Computer manuals more than 5 years old at the time of sale
- Damaged, musty, wet, or mildewed books (*Note: If books have been stored in a basement, garage, or barn, please check them for insect/animal life before bringing them to the library!*)
- *Reader’s Digest* condensed books
- Magazines, including *National Geographic*
- Tax or insurance publications, phone or church directories, catalogs

These items may be recycled according to guidelines in your community.

Thank you for thinking of *Friends of Murray Library* as the best place to keep your good books in circulation!

November 2011