Clark Family Library Donation Agreement

**Donor Information**
Name & Affiliation to the College (if applicable):

Address:

Telephone Number:

Email address:

**Donated Items** (Please specify the quantity of donated items in the spaces below.)

<table>
<thead>
<tr>
<th>Number of Items</th>
<th>Type of Material</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Hardcover Books</td>
</tr>
<tr>
<td></td>
<td>Paperbacks</td>
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<tr>
<td></td>
<td>DVDs</td>
</tr>
<tr>
<td></td>
<td>CDs/LPs</td>
</tr>
<tr>
<td></td>
<td>Other:</td>
</tr>
</tbody>
</table>

Title, if donation is a single item: _______________________________________________________

**Bookplates**
The library is pleased to add bookplates in donated books (or those purchased with donated funds) accepted into the collection. These plates may bear the donor's name and/or the names of those in whose honor or memory the gift is made.

Book plate wording (if applicable):

**Acknowledgement**
If you would like written acknowledgement of your donation please ask for a copy of this form. The library cannot assign a dollar value to the donation. Any appraisal of the items donated is the responsibility of the donor and should be done before the donation is made.

I, _________________________________, hereby deed this gift of library materials to the Clark Family Library. I acknowledge these materials are mine to give. I also acknowledge that these materials become the property of the Clark Family Library and that I transfer to Clark Family Library all interest in these materials. All gifts will be accepted with the stipulation that the Library will have the right to handle or dispose of them in the best interests of the College and with the understanding of the donor that this is the case.

The Clark Family Library thanks you for your donation and support of the library.

________________________
Donor Signature

________________________
Library Representative Signature

________________________
Date

Clark Family Library • Washington & Jefferson College • 60 S. Lincoln St. • Washington, PA 15301