## **Materials Donation Policy**

Weymouth Public Libraries accepts gifts of hardcover and paperback books that are less than ten years old and in good condition. Withdrawn library books, magazines, textbooks, or books in poor condition will not be accepted. Library staff will determine whether donated items can be added to the libraries' collection, or given to the Friends of the Library book sale, or discarded. Please consult with the library staff before dropping off donations.

Weymouth Public Libraries does not appraise donations of books or other items for tax purposes. Upon request, library staff will provide a written receipt for gifts, indicating the approximate number and general description of donation.