



DONATION GUIDELINES

Now, as in the past, Chestatee Regional Library System welcomes donations of books and other appropriate materials. It is our policy that if donations cannot be added to the collection (for whatever reason), we place them in our library book sale.

Due to our acute shortage of space, however, storage for donations is extremely limited. We are very fortunate that our residents are generous with their donations, but we must set limits and guidelines that will assist staff and patrons in determining what we can and cannot accept under these conditions.

Here are some guidelines that we ask you to follow in making your library donations. We do value your support, and we appreciate your understanding of our space problems.

GUIDELINES FOR DONATION OF MATERIALS:

- All donated materials should be in new or “nearly new” condition so that they can either be added to the collection or sold. **Please understand that staff reserves the right** to decline books and materials that are old, damaged, damp or mildewed, or yellowed. **Staff reserves the right to inspect the donated materials before accepting them.**
- No textbooks or encyclopedias, please.
- No magazines, please. Back issues may be placed on the free cart in front of the circulation desk as space permits.
- Please limit your donations to no more than **TWO** bags or boxes at any one time. We do not have the space to process and store large numbers of materials at this time. Donations in excess of this amount will be declined.
- Once items are donated, they become library property and will fall under our donation guidelines as set forth above.

Chestatee Regional Library System

www.chestateelibrary.org

Dawson County Library

342 Allen Street
Dawsonville, GA 30534
Phone: 706-344-3690

Lumpkin County Library

56 Mechanicsville Road
Dahlonega, Georgia 30533
Phone: 706-864-3668

Dawson County Satellite

145 Liberty Drive, Suite 113
Dawsonville, GA 30534
Phone: 706-216-3800