

# Donation of Funds for Library Material Purchase



PLEASE PRINT

## Donor Information

Name \_\_\_\_\_

Address \_\_\_\_\_

Street City State Zip Code

## Donation Information

Library \_\_\_\_\_ Description (subject, age level, type of materials, etc.) \_\_\_\_\_

Amount \$ \_\_\_\_\_

Cash  \_\_\_\_\_

[# \_\_\_\_\_] Check/MO  \_\_\_\_\_

Credit/Debit Card  \_\_\_\_\_

Pymt Date \_\_\_\_\_

or, list specific titles \_\_\_\_\_

## Gift Plate Information (Check all that apply)

PLEASE NOTE: Due to an increase in processing costs, the minimum required amount for donations requesting a giftplate is **\$ 35.00**.  
 Donations under this amount will be placed in a general book fund for purchases for your library's collection.

- No Gift Plate
- Donated by \_\_\_\_\_
- In Honor of \_\_\_\_\_
- In Memory of \_\_\_\_\_
- Other [Give exact wording] \_\_\_\_\_

### For Honorariums and Memorials,

please give us the family name and complete address, so we may send a letter acknowledging your thoughtfulness.

Name \_\_\_\_\_

Address \_\_\_\_\_

Street City State Zip Code

Donor Signature \_\_\_\_\_ Date \_\_\_\_\_

Staff Signature \_\_\_\_\_ Date \_\_\_\_\_

## Member Library Use

Date thank-you sent \_\_\_\_\_

## Regional Office Use

Notes \_\_\_\_\_