

West Union Community Library
210 N Vine St, West Union, IA 52175
563-422-3103

GIFT POLICY

1. Gifts of library materials, money, real property and other valuable items may be accepted with the stipulation that the Library Board and director shall have complete control over the disposition thereof.
2. All provisions of the Materials Selection Policy shall apply to gift materials.
3. Money or property designated for specific purposes shall be accepted if those purposes are in keeping with the Library's needs as determined by the Library Board and Director.
4. In general, the appraisal of a gift to the Library shall be the responsibility of the donor and the cost of such appraisal shall be borne by the donor. The library does not provide an estimate of the value of the gift; it is between the donor and the IRS to determine a gift's value for tax purposes.
5. Gifts may be directed to the Friends of the West Union Community Library if the Library Board of Trustees so directs.

DOCUMENT OF TRANSFER OF OWNERSHIP

I hereby present as an unrestricted gift to the West Union Community Library the materials described below.

Description of gift: _____

Name _____ Date _____

Address _____

Please check one:

- I will claim a tax deduction for this donation with the understanding that the library does not provide an estimate of the value of the gift.
- I will not claim a tax deduction for this donation and do not wish to acquire an estimated value of this gift.

I have read the West Union Community Library's Gift Policy and agree that my donation will be handled according to its stated terms.

Signature _____ Date _____

Received by _____ Date _____