

Gift Policy for Media Center

Gifts to the Abner Glenn Wright IV Media Center (CBC) are welcomed and encouraged and are subject to approval by the library team.

Gifts of monies for the purchase of new media are handled through the CBC financial office. The donor and library team may determine specific needs of the library regarding the choice of gift. A **Gift Information form** may be filled out if it is desired to give in honor or memory of someone.

Gifts of pre-owned materials must meet the same standards as purchased items and must be in very good condition. Donations may be added to our collection, sold in the ongoing used book sale, disbursed to missions or persons needing resources. No gifts offered with stipulations for their purchase or use will be accepted. Donations will not be returned to the donor.

We are **unable to accept** the following:

- Audio-cassettes

- Video-cassettes

- Magazines, music, workbooks

- Books which are worn, torn or written in

- Books which are yellowed or copyrighted before 2000

- Secular adult fiction

- Large quantities due to lack of space (1 bag/box allowed)

A **Donation letter form** for tax receipt purposes is available upon request. Filling out this form and determining value of gift is left to the donor.

Due to limited space we are unable to accept a large number of items. Here is a list of other local ministries which have accepted used library materials:

Winston-Salem Rescue Mission (will pick up) 336-723-1848

Salvation Army 336-723-6366

Shepherd's Center 336-748-0217

Solus Christus 336-945-0202 (women's ministry)

The collection of the Abner Glenn Wright IV Media Center is continually reviewed, and each item is evaluated as to its current value in meeting the needs of users. Come and enjoy your library. You are always welcome!