



CASSELMAN PUBLIC LIBRARY



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Policy Type:	Operational	Policy Number:	OP-05
Policy Title:	Book Donations	Initial Policy Approval Date:	June 1 st , 2020
		Last Review/Revision Date:	
		Year of Next Review:	June 1 st , 2025

The Casselman Public Library accepts book donations under the condition that they thereafter become their sole owner, without restrictions, and may dispose of such donations at its own discretion and judgment.

Book donations will be integrated into the library's collection only if they adhere to the approved criteria.

Book donations which are not integrated into the library's collection will be either sold, recycled or destroyed. The final decision will be made by the Casselman Public Library's CEO.

Book donations will be accepted without the issue of an official receipt.