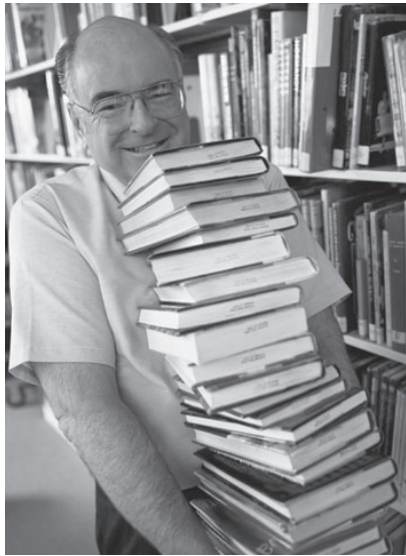




# **Winnipeg Public Library**



## **Donation of Books, DVDs & CDs**

[winnipeg.ca/library](http://winnipeg.ca/library)

# **Library donation guidelines**

All branches of Winnipeg Public Library accept donations of books, DVDs and CDs. Newer materials published in the current or previous year and in good condition are especially welcome.

Donations may be added to the Library's collection or sold in book sales. The proceeds are used to purchase new library materials.

All donations are evaluated using our Materials Selection Guidelines, which help us to determine which items will be added to the collections. ([wpl.winnipeg.ca/library/libraryservices/materials/statement.asp](http://wpl.winnipeg.ca/library/libraryservices/materials/statement.asp))

## **Materials we can use**

The Library accepts the following materials in clean, odor-free and undamaged condition:

- Books (hardcover, trade paperback or mass market paperback) – 5 years old or newer
- DVDs and CDs with original case and booklet – 5 years old or newer
- Books on the history of Winnipeg or Manitoba, or classic titles – any age but in good condition

## **Materials we cannot use**

The Library does not accept the following materials:

- CD-ROMs
- Reader's Digest Condensed Books
- Encyclopedias
- Books in languages not collected by the Library
- Magazines
- Newspapers
- Government documents, pamphlets, owner's manuals and other free literature

- Videocassettes
- Cassettes (music or books on tape)
- Promotional, downloaded or burned copies of DVD or CD recordings

## **Tax receipts**

Tax receipts are issued on request for donated items that will be added to the Library's collections. Receipts are available if the total value of the donation is \$20.00 or more. Donations valued at over \$1,000.00 require an independent appraisal. Tax receipts will be mailed directly to donors.

## **Valuations for donations added to Winnipeg Public Library's collections**

*Adult, Young Adult or Children's book, catalogued paperback, CD or DVD:*

- Published in current year or previous year:  
Canadian list price or \$20.00 if no list price is available
- Two years and older or unknown publication date: \$10.00

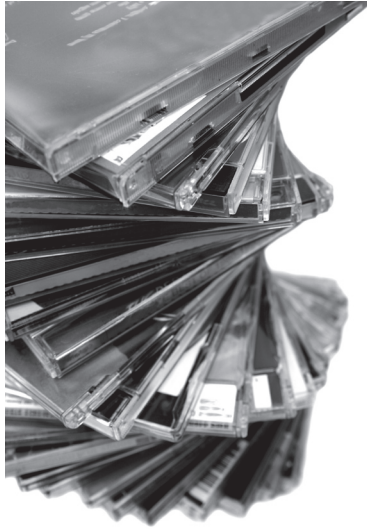
*Mass Market Paperback:*

- Adult and Young Adult: \$3.00
- Children's: \$1.00



## Questions?

If you have questions about the suitability of the material you wish to donate or if you wish to donate more than one box of material, please call the Library's Collection Development Librarian at 986-6841.



**Hours for all locations:**

**986-6432**

**Website:**

**[winnipeg.ca/library](http://winnipeg.ca/library)**

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Community Services Department  
Library Services Division