



WINONA
PUBLIC LIBRARY
HONOR OUR PAST, EMBRACE OUR FUTURE

DONATION POLICY

ONE BOX OR BAG OF ITEMS ACCEPTED PER PERSON PER MONTH

WE WILL ACCEPT MATERIALS:

- In good condition
- That are new or gently used

WE ACCEPT THE FOLLOWING ITEMS:

- All fiction titles (classics, small press, self-published, etc)
- Hardcover books with dust jacket (Book Cover)
- Mass market paperbacks (small paperback books roughly 4x6 inches – Harlequin Romance Novels)
- Trade paperbacks (larger paperbacks roughly 6x8 inches)
- Books on CD
- Music CDs of all genres
- DVDs

WE WILL NOT ACCEPT MATERIALS IF:

- Materials were previously stored in a basement/garage
- Items smell musty or old
- Items have mold/mildew, handwriting, or highlighting
- Pages are missing
- Pages are yellowed

WE DO NOT ACCEPT THE FOLLOWING ITEMS:

- Encyclopedias, dictionaries, or textbooks
- Magazines
- Nonfiction & fiction annuals (items published every year – almanacs, facts on file, yearbooks)
- Nonfiction items and Music CDs published prior to 2004
- Items with spiral spines
- VHS – Video cassette tapes
- Books on tape (Cassette)
- Advanced Reader Copies (ARCs)/Proofs

IF THE LIBRARY DOES NOT ADD YOUR ITEM TO THE COLLECTION, THE ITEM WILL BE PLACED ON THE FRIENDS OF THE LIBRARY BOOK SALE SHELVES OR DISCARDED.