

## **Donation Policy**

The library gladly accepts new or gently used books, DVDs, magazines, and audio books on CD. All donations must be in good condition.

**The library will not accept encyclopedias, Reader's Digest condensed books, or textbooks.**

Any item that the library cannot use will be put in the Friends of the Library book sale collection. All proceeds will be used for library related functions.

If possible, please call the library in advance at 615-446-8293 before bringing in a donation. All donations must be brought into the library and given to staff at the front desk. No donations may be put in the book drop or left at doors.

Patrons may request a receipt of donated items. (We cannot place a monetary value on items.)

**Donations will only be taken during the first week of each month on Monday, Tuesday & Wednesday.**