

**HOWELL CARNEGIE DISTRICT LIBRARY
GIFT AGREEMENT**

The Howell Carnegie District Library gratefully acknowledges receipt of the following collection from:

NAME _____

ADDRESS _____

PHONE _____

Collection Description

The undersigned agrees to the following conditions governing donations:

1. The donor and the library understand that the library is a tax exempt organization described in Section 115 of the Internal Revenue Code of 1986, as amended, eligible to receive tax exempt donations under Section 170 of the Code. The library makes no representation as to the ability of the donor to deduct the gift from the donor's income.
2. Howell Carnegie District Library does not assume responsibility to evaluate collections or items.
3. All donated materials to the Howell Carnegie District Library are considered outright and unconditional gifts to be used and displayed at the library's discretion.
4. A gift may not be accepted with the understanding that it is to be permanently displayed.
5. A collection may not be accepted with the understanding that it is to be kept intact.
6. Permanent or indefinite loans cannot be accepted. Occasionally loans are considered for special exhibitions, but only for specified periods of time. Any transfer of materials by the donor to the library which is not accompanied by a statement from the donor specifying the term of the transfer will be considered an outright gift, subject to the provisions of this Gift Agreement.

Date

Signature of Donor

Date

Received by *(Signatory representing the Library)*