

## Book Donation Guidelines

All donations accepted by The Smithtown Library become the property of the Library and will be utilized in the manner deemed most appropriate by the Library staff. Donated items could be added to the collection, given to the Friends of the Library for sale at their book sales, or disposed of in some other appropriate manner. All proceeds from Friends sales are used to benefit the library.

The Friends Book Sale is currently available at all four library buildings: Smithtown, Commack, Kings Park and Nesconset. **The Library only accepts donations on the first Saturday of the month.** The materials must be brought into the Library, not left outside. Receipts are available at any Reference Desk. We do not count or place a value on your donation. We suggest you speak to your tax preparer regarding charitable donations.

In general, books that have been stored in attics, basements or garages are neither acceptable to add to our collection nor to sell in our Friends Book Sale. Excesses of temperature and humidity often ruin books and render them inappropriate for our collection or book sales.

We do not accept books or other materials that are:

- Brown
- Burnt
- Chewed
- Damaged
- Damp
- Highlighted
- Insect damaged
- Missing covers
- Moldy
- Musty
- Ripped
- Soiled
- Smelly
- Yellowed
- Water damaged
- Written in

We do not accept:

- AAA Travel Guides
- Bootleg DVDs
- Case, statute or regulation law
- Cassette tapes
- Catalogs
- Cliff Notes
- Computer games

Computer software  
Condensed books  
Dissertations  
Encyclopedia Yearbooks  
Encyclopedias  
Games  
Homemade DVDs or CDs  
Magazines  
National Geographic  
Professional Journals  
Puzzles  
School Yearbooks  
VHS  
Vinyl records

We do not accept certain books more than 5 years old, specifically in these areas:

Business  
Computers  
Health / Medical  
Investment  
Test Prep  
Textbooks  
Travel

Any questions you have regarding book donations can be referred to the Reference Desk at The Smithtown Library (631) 360-2480.

