



Wood Buffalo Regional Library Donations Policy

The library gratefully acknowledges and appreciates donations received from the public. Due to staff time and space limitations, we have established the following guidelines.

We accept:

Books
Foreign language materials
Recorded books on CD
Music CDs
Feature film and documentary DVDs
Feature film and documentary Blu-Rays

We cannot accept:

VHS or Cassette tapes
Magazines
Text books
Encyclopedias
Software or hardware manuals
CD Roms
Consumer price guides
Books that are highlighted or written in, or are missing covers

We will not accept items that are dusty, moldy, worn, torn or in otherwise poor condition. Items must be clean and in good condition.

- **A maximum of two boxes or bags per day will be accepted.** Items may be dropped off at the Customer Service desk on the first floor of the library.
- Patrons wishing to donate board games and craft supplies should bring these items to the Children's Help Desk on the first floor of the library.
- Items dropped off at the library are automatically considered donations and therefore become the property of the library.
- Not all donations will be added to the collection and the same criteria used to evaluate purchased material for the library's collection will apply to donated materials. Material not added to the collection will be sold in the library, used in the library's annual book swap, used for outreach purposes, or recycled if in poor condition. Donations added to the collection may subsequently be withdrawn when the items become worn or the content is no longer current.

The following organizations also accept book donations in good condition:

The Salvation Army
(780) 791-9903
9919 Macdonald Avenue

The Tattered Book & Coffee Shop
(780) 743-8644
310 Thickwood Boulevard #5