

Amherst Public Library (APL) values its donors and will accept monetary gifts and donations of library materials in good condition under the following conditions:

1. Gift materials will be evaluated by the same materials selection standards that apply to purchased materials pursuant to the B&ECPL Collection Development Policy.
2. The Library makes every effort to honor the wishes of its donors. Gifts on which the donor places restrictions or special conditions will be allowed only if those restrictions or conditions are accepted by the APL Director, APL Board of Trustees or designee.
3. Monetary gifts will be accepted for purchase of materials, furniture, equipment, services and/or to fund library programming pursuant to the needs of the APL as designated by the APL Director, APL Board of Trustees or designee.
4. All gifts (designated or undesignated) are subject to the terms of this policy and will be utilized at the discretion of the APL Director, APL Board of Trustees or its designees.
5. Gift materials, including, but not limited to books, magazines, media, etc., will be accepted with the understanding that they may be added to the collection, sold, donated, distributed to other libraries, or discarded. Gifts must be delivered by the donor or shipped at the donor's expense.
6. Gift materials may be formally acknowledged if the donor wishes. Neither the APL staff nor the APL Board of Trustees will estimate the value of gift donations. The Library will acknowledge the type, quantity and condition of materials donated. Valuation is the responsibility of the donor.
7. Personal property, art objects, or other museum objects will be accepted only on the condition that they may be sold, given away, or discarded at the discretion of the APL Board of Trustees or the APL Library Director.
8. APL reserves the right to refuse or limit any donation.
9. APL is not obligated to keep donated materials for any length of time.