

# New Bern-Craven County Public Library

Member of Craven-Pamlico-Carteret Regional Library

## Donations Policy

The Craven-Pamlico-Carteret Regional Library (CPCRL) welcomes donations of materials to its member libraries.

### All donations should be clean and in good condition.

Donations of new and used books, audio recordings, videos, and similar materials will be added to the collection in accordance with the selection policy of the library. Once donated, items become the property of the Craven-Pamlico-Carteret Regional Library, and may be given to other libraries and non-profit agencies, sold, traded, or discarded if they are not added to the collection. Donated items will not be returned to the donor and the library will not accept any item that is not an outright gift. The library also reserves the right to decide when a gift added to the collection must be withdrawn. The library will not accept any gifts it considers inappropriate.

The library cannot accept:

- Old news magazines or newspapers
- Textbooks
- Readers' Digest condensed books
- Encyclopedias
- Dirty, moldy, missing pages, or otherwise badly damaged items

The library accepts donations between the hours of 9:30 am and 5:30 pm, Monday through Saturday. All donations should be boxed or bagged in non-returnable containers. Due to limited space, there may be times when the library temporarily cannot accept donations. Please call (252) 638-7800 to verify that we have space if you have multiple boxes or bags to donate.

These donations are tax deductible because CPCRL is a government entity and the donations are used by the libraries for the public good. If you need a receipt for tax purposes, the library will provide one. However, we cannot assign a dollar value to your donation.



400 Johnson Street  
New Bern, NC 28560  
(252) 638-7800  
newbern.cpplib.org

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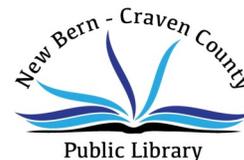
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