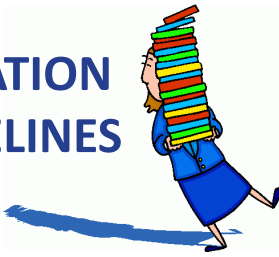


# DONATION GUIDELINES



## WE ARE HAPPY TO ACCEPT CLEAN, UNMARKED, GIFT-QUALITY ITEMS:

- Gently used books
- Commercially recorded CDs, DVDs, or Blu-ray
- Magazines  
(less than 1 year old)
- Textbooks  
(less than 2 years old)
- Computer books  
(less than 2 years old)

## WE CANNOT ACCEPT:

- Damaged books
- Catalogs
- Encyclopedias
- Cassettes or vinyl records
- Gift items

A **maximum of 2 boxes** may be donated **only** at the Central Library during library hours.

For more than 2 boxes, please email [friendsburbanklibrary@gmail.com](mailto:friendsburbanklibrary@gmail.com) or call the **Central** bookstore at 818-238-5636 to schedule an appointment.

**We cannot accept more than 10 boxes.**

*thank you!*



Your generosity in donating **GENTLY USED** materials is greatly appreciated by the Friends of the Burbank Public Library.

All of the items for sale in our bookstores have been donated by individuals and groups in our community.

Your donations are tax-deductible.

All proceeds go to the Burbank Public Library in support of programming and special purchases.

Please review the Donation Guidelines on the reverse side for more information.

## OTHER WAYS TO SUPPORT THE BURBANK PUBLIC LIBRARY

- Join the Friends
- Shop at our bookstores
- Volunteer at a bookstore
- Shop **Amazon Smile** - Select the Friends of the Burbank Public Library as your preference and Amazon will donate 0.5% of your eligible purchase price to the Friends