Heartland Community College Library Gifts Policy Form

I understand this gift of ______________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

presented to Heartland Community College Library on ________________ will be examined by
the Library Staff and dealt with in the same manner as prescribed in the Collection Development
Policy for materials purchased by the Library. The Library reserves the right to dispose (disposal
can mean sending materials to local public libraries or selling the items for the Library's benefit)
of any materials that do not follow the policies and procedures set forth in the Collection
Development Policy of the Library.

Name: ______________________________________________________________________
Address: ____________________________________________________________________
____________________________________________________________________________
City: ______________________________________________________________________
State: _____________________________________________________________________
Zip: _______________________________________________________________________

Signature: __________________________________________________________________