Agnes Scott College
McCain Library Gift Form

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Please complete the following information to expedite your gift:

Donor’s Name__________________________________________
ASC alumna Yes / No, Class of __________

Do you wish written acknowledgement of your gift? Yes ☐ No ☐
If so, please provide mailing address or email address:

Mailing Address: __________________________________________
__________________________________________________________________________

E-mail address: ____________________________________________
__________________________________________________________________________

Description of gift (e.g., quantity, titles and type, hardback, paperback, music CD):
__________________________________________________________________________
__________________________________________________________________________

If book-plating is requested, please provide a phone number for confirmation of details:
(______) __________________________

Special Circumstances:
If there is special information about your gift, please explain here:
__________________________________________________________________________
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Considerations for donors:

The library accepts gifts of material for the collection under these conditions:

1. Gift materials become the property of Agnes Scott College, McCain Library. The library reserves the right to determine whether items will be added to the collection, and how they will be housed, cataloged and circulated.

2. Material which does not fit the collection development criteria of the library will be offered to other libraries or charitable organizations, sold, or discarded. (Criteria include scope of subject, academic level, physical condition, age, and non-duplication of material.)

3. Donors will receive an acknowledgment letter if requested, which they may use to document the gift as a non-cash charitable tax deduction.

4. The library cannot provide an estimate of the fair market value of the material.

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