COLLEGE OF WOOSTER LIBRARIES GIFT DONATION FORM

Please read the Gift Policy Statement before completing this form. Print the form and provide the information required. Completed forms should be forwarded to the Technical Services Librarian either prior or accompanying delivery of donated materials.

Please provide the following information (continue on back of sheet as needed):

Donor name: _____________________________________________________

Date of donation: __________________________________________________

Donor address: _____________________________________________________________________

________________________________________________________________________________

Telephone number and/or email address: _______________________________

Who is or was the owner of this material?: ______________________________

Do you or the original owner have a connection to The College of Wooster?

___________________________________________________________________________

Approximate number of items: ________________________________

General subject matter of items: _______________________________________

Other relevant information: ____________________________________________

___________________________________________________________________________

Rev 11/11/05