# How to Donate Books to Library



#### **Library Hours**

**Sunday** 9:30am – 12:30pm

Monday – Friday 1:00pm – 3:30pm

Library Contact for Donation Peggy Greenawalt. 512-415-0318(c)

## WESTLAKE HILLS PRESBYTERIAN CHURCH LIBRARY

## **DONATION GUIDELINES**

Prior to donation, please contact Peggy Greenawalt, 512-415-0318.

Leave the donations with the librarian during open hours. Please do not donate more that 15 to 20 items at a time.

### We Accept:

- Hard Cover and Paperback Books in like new condition (five years old or newer)
- DVDs in excellent condition
- Audiobooks in excellent condition

## We Cannot Accept:

- Books with torn covers, missing pages, broken bindings.
  Paperback books with crooked or twisted spines.
  No books spoiled or with writing, markings, or highlighting.
- Children's books that have been scribbled in, chewed, torn or missing pieces/parts.
- Textbooks, Cookbooks
- Magazines
- Condensed Books (e.g.. Reader's Digest), Uncorrected proofs, "Not for Resale" books
- Foreign language materials
- Music CDs
- Cassettes
- VHS
- Games, puzzles
- Empty CD or DVD cases
- \* Some REFERENCE BOOKS

(\*Librarian's choice)

Thank you for donating items that we can either add to our collection or find them a new home.

To see what's on our shelves use our online catalog: https://whpc.booksys.net/opac/whpc/

To learn more about the library visit our website: https://www.whpc.org/library