



Donation Policy

Thank you for thinking of the Ennis Public Library for donations. Donated items may be dropped off at the Library's Circulation Desk during normal business hours. Unfortunately we are not able to arrange for pickup of items from homes. Library staff can assist you in unloading your donations, preferably packed in boxes or bags. If you are interested in making a sizeable donation of items, please contact the Library in advance. Please do not leave donations outside the library or put them in the outside book return slot.

Donated items must be in excellent condition, and the staff reserves the right to check all donations prior to acceptance. If accepted, your donations may be added to the Library's collection, placed in the Friends' Book Sale, or offered to other local agencies. Due to the large volume of materials received, we regret that we cannot be responsible for returning donated items.

We gladly accept:

- Books in good physical condition
- Magazines (dated previous year or newer)
- DVDs and CDs without scratches

Sorry, we can't take:

- Items in poor physical condition (i.e. dirty, moldy, wet, bug infested, loose or missing pages, ripped or no cover)
- Encyclopedias
- Photocopies
- Personal journals, calendars
- Junk mail
- VHS tapes
- Record albums

General guideline: If you wouldn't give it to a friend, please don't give it to the Friends!

The Friends are a 501 (c)(3) non-profit organization. Donations are tax-deductible to the extent allowed by law. If you want a receipt for income tax purposes, you will need to determine the value of your donation yourself. Your estimate can be added to a form found at the Circulation Desk.