KENOSHA PUBLIC LIBRARY
BOOK DONATION GUIDELINES

The Kenosha Public Library accepts gifts of new or gently-used books, DVDs and Blu-Rays, and music or books on compact disc. Decisions on whether and how donated items will be added to the Library's collection are based on the same evaluative criteria that are applied to purchased materials. The Library does not accept books in poor condition. The following list describes examples of poor condition:

- Materials with torn pages, excessively worn covers.
- Materials with yellowed, brittle pages or damaged bindings.
- Dirty, dusty items.
- Stained, water damaged, mildewed items.
- Materials with excessive notes or highlighting.
- Scratched or worn media.

KPL does not return donated items. Items that are not added to the collection become part of the Friends of the Kenosha Public Library's ongoing book sales or are sold at the Friends' book sales, which generate funds for various library programs and purchases.

There are some items we cannot accept, regardless of their condition. These include newspapers, magazines, textbooks, Reader's Digest Condensed Books, National Geographic Magazines (we get more than we can use), or encyclopedias.

Bring your donations to either Southwest Library (7979 38th Avenue) or Northside Library (1500 27th Avenue) during regular business hours. If you have a large number of items to donate, call our Customer Experience Manager to make arrangements to drop them off (262-564-6148). The library does not assign a value to the donated items, but will sign a receipt / acknowledgement indicating that we have received the materials. Please bring donations in small boxes or bags that can be easily carried. Please do not bring the books in containers that must be returned. Library staff are not able to pick up donations from a person's home and are unable to carry boxes into the library from vehicles.

Questions about your donations? Contact our Library Collection Services Manager, 262-564-6327, or contact your local neighborhood library.