

## Colby College Libraries Gift Acceptance Form

Thank you for considering the Colby College Libraries with your donation. Please read our attached Gift Policy and complete the form below so that we may record information about you and your gift for our donor file. Again, your generosity is much appreciated.

NOTE: Because of the volume of gifts that we receive and the subsequent labor involved in processing them, the library cannot provide donors with itemized lists of the materials donated.

**Donor name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Contact Name (if other than donor):** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Phone:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Donor affiliation to Colby College (alumni, parent, past donor etc.):** \_\_\_\_\_

\_\_\_\_\_

**Approximate number of items:** \_\_\_\_\_

**General subject of materials:** \_\_\_\_\_

\_\_\_\_\_

Donors will receive a letter acknowledging only receipt of the gift; it will not include appraisal of the monetary value of the gift. Appraisals for tax purposes are the responsibility of the donor.

I have read the Colby College Libraries Gift Policy and agree that my donation shall be handled according to its stated terms.

**Signature:** \_\_\_\_\_