

Donor Form

Please read Horry Georgetown Technical College Library's Gift Policy below before signing this donor form.

Gifts Policy

The Library of Horry Georgetown Technical College will accept gifts with the understanding that they will not necessarily be added to the collection. The material will be evaluated by the same standards of selection as those used in the purchase of new materials. All proposed donations are subject to approval of the Library Dean, who will determine their suitability for addition to the collection. Gifts that do not comply with the library's objectives and policies will be refused. The librarians do not appraise gifts for tax relief or other purposes. The library does not set aside special sections for any gift books and journals.

PROCEDURE: Gifts are acknowledged with a form letter.

DATE GIVEN _____

RECIPEINT'S SIGNATURE _____

DONOR'S NAME AND MAILING ADDRESS

DONOR'S PHONE NUMBER _____

DONOR'S SIGNATURE _____

Number of Items Donated _____ Type of Materials _____

Number of Items Donated _____ Type of Materials _____

Number of Items Donated _____ Type of Materials _____