



Donation of Materials:

Thank you for your donation to the Arlington Public Library System

Gifts are appreciated and are accepted with the understanding they will be added to the collection if needed by the Library. If the books are not needed, they will be given to the Friends of the Arlington Public Library for their annual book sale.

In order to comply with Internal Revenue Service guidelines, the Library, as the recipient (donee), does not make a dollar valuation of your gift.

This form will serve as both a thank you for your considerate and thoughtful gift and as your receipt. Thank you.

_____ Name of Donor (PLEASE PRINT)	_____ Date
_____ Signature of donor	
_____ Address	_____ Staff Member Accepting
_____ City, State & Zip	_____ Library Section

Items Donated:

Arlington Public Library System
Library Administration • P. O. Box 90231 MS 10-0100 • Arlington, Texas 76004
(817) 459-6900



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The Arlington Public Library System does not place a monetary value on gifts. No goods or services were provided in exchange for your contribution. To substantiate a potential claim for an income tax deduction, you should make a list of donated materials with the following information:

TITLE, AUTHOR, EDITION, DATE, BINDING (PAPER OR HARD COVER), LIST PRICE AND CONDITION.

This list should be kept with your Donation Acknowledgment for reference when figuring the value of each item. Please check with the Internal Revenue Service or your tax preparer regarding the value of your contributions and any possible tax deduction.

For tax purposes, the evaluation of contributed property usually is based on fair market value. The cost or actual selling price of an item within a reasonable time before or after the valuation date may be the best evidence of an item's fair market value. A visit to used book stores or other appropriate establishments (depending on the type of donated material will help you determine your gift's fair market value.

It is recommended that for any gift evaluated at \$5,000 or more, you engage the services of a qualified appraiser. The IRS tax code determined the definition of a qualified appraiser for tax deduction purposes. Since tax laws are continually being revised, please contact the Internal Revenue Service for verification of current requirements.

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