Mexico Public Library
Materials and Monetary Donations Policy

The Mexico Public Library graciously accepts gifts of materials and monetary donations. We appreciate your thoughtfulness and generosity, and ask that you respect the following conditions:

- We have limited space and appreciate inquiries before bringing in or dropping off donations.
- We may not be able to accept all donations at one time, depending on the quantity of items.
- Please do NOT leave items to donate when we are closed.
- Donated items will be reviewed for their overall contributions to the Library's mission and relevance to the collection.
- Materials donated to the Library may be added to the collection if they meet the criteria for materials selection and are in good physical condition.
- ABSOLUTELY NO wet or moldy books will be accepted.
- Periodically, the Library sponsor book recycling events, and community members are welcome to bring books the day of the event.
- All material gifts, including memorial books donated, become property of the Mexico Public Library.
- The Library Director or her/his designee will make the final decision on inclusion of materials.
- Monetary gifts are tax deductible and a letter can be requested at the time of the donation for your tax purposes.
- Monetary gifts will be used for library operating costs unless designated by the donor.

Adopted by the Mexico Public Library Board of Trustees on May 5, 2025.