Thank you for your interest in donating to the South Haven Memorial Library.

Book donations, like other non-cash or cash donations, are tax deductible as charitable donations. Upon request, staff will provide you with a dated receipt for income tax purposes. Staff cannot estimate the monetary value of the books but the receipt can indicate the total number of books donated.

**Guidelines for bringing in your book donations:**

- Please call prior to bringing in book donations to ensure a staff member can review your donations.
  
  If needed, library staff can provide a dolly or book cart. If staff is available, we are more than happy to help unload donations.

- Please review the conditions of acceptable material listed inside this brochure.

- Bring your materials in boxes or bags that can be left with the library.

- Call the library in advance if you wish to bring in a large number of boxes of donated books.

- Do not leave donated materials outside or in the book drop box at any time.

- The library cannot use the following materials: books with ripped covers or broken spines, that have been written in, or are musty.

- The library reserves the right to refuse donations that are in poor condition or that do not follow set guidelines.

**Hours of Operation**

Monday - Thursday 10am - 8pm  
Friday 10am - 6pm  
Saturday 10am - 4pm

*The library is subject to closing for holidays, dangerous weather conditions, and staff in-service.*

**South Haven Memorial Library**

314 Broadway St.  
South Haven, MI 49090  
www.shmlibrary.org

Questions?  
For more information please contact the library at 269-637-2403 or email us at shml@shmlibrary.org.

Also on Facebook, Twitter, Instagram
Library Policy for Book Donations

Materials donated may be used for the following:
- Adding to the library’s collection
- Ongoing, in-house Book Sale
- Summer reading program
- Annual Book Sales

The library will accept the following:
- Adult, young adult, and juvenile books hardcover, fiction or nonfiction, English or Spanish.
- Audiobooks (compact disc)
- Music CDs
- DVDs or Blu-Ray
- Test certification books within 2 years of publication

The library does not accept the following:
- Books in poor condition, including damaged by water, mold, smoke, insects, etc.
- Encyclopedia sets
- Magazines and pamphlets
- Music cassettes or vinyl records
- Textbooks older than the current year
- VHS movies
- Materials in the following subject areas more than 5 years old: Business, Finance, Health, Medicine, and Science
- Computer programming books that are older than 2-3 years old
- Toys, games, or puzzles unless approved
- Workbooks or study guides that are written in
- Outdated materials
- Paperbacks

Other options for book donations:

Goodwill: 4428 73 1/2 St. South Haven, MI 49090
(269) 767-7030

Rescued Treasures Al-Van Humane Society Thrift Store:
07591 Blue Star Hwy South Haven, MI 49090
(269) 639-8180

Volunteering?
No books to donate but would like to volunteer for future book sales? Ask the library staff for more information.

Revised: 02-7-2023