

Library Use Only

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Agnes Scott College  
McCain Library Gift Form



Please complete the following information to expedite your gift:

Donor's Name \_\_\_\_\_  
ASC alumna Yes / No, Class of \_\_\_\_\_

Do you wish written acknowledgement of your gift? Yes  No   
If so, please provide mailing address or email address:

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

E-mail address: \_\_\_\_\_

Description of gift (e.g., quantity, titles and type, hardback, paperback, music CD):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If book-plating is requested, please provide a phone number for confirmation of details:  
(\_\_\_\_\_) \_\_\_\_\_

Special Circumstances:

If there is special information about your gift, please explain here:  
\_\_\_\_\_  
\_\_\_\_\_



Considerations for donors:

The library accepts gifts of material for the collection under these conditions:

1. Gift materials become the property of Agnes Scott College, McCain Library. The library reserves the right to determine whether items will be added to the collection, and how they will be housed, cataloged and circulated.
2. Material which does not fit the collection development criteria of the library will be offered to other libraries or charitable organizations, sold, or discarded. (Criteria include scope of subject, academic level, physical condition, age, and non-duplication of material.)
3. Donors will receive an acknowledgment letter if requested, which they may use to document the gift as a non-cash charitable tax deduction.
4. The library cannot provide an estimate of the fair market value of the material.