



## Monetary Donations

Thank you for your monetary donation to the Arlington Public Library System. Donations are appreciated and funds will be used to enhance the library services provided to the public.

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 Location

**Dollar Amount donated: \$** \_\_\_\_\_

### Monetary Gifts instructions:

<input type="radio"/>	Materials (circle)	Children	Teens	Adult	Genealogy	Unspecified
Specify format if applicable:						
<input type="radio"/>	Programming (circle)	Children	Teens	Adult	Family	Unspecified
<input type="radio"/>	Unspecified – use the donation in providing library services.					

*In Honor of*

*In Memory of*

**Notify**

**Notify Address:**

**Notify City, ST Zip**

**Bookplate message:**

## THANK YOU FOR YOUR CONTRIBUTION TO THE ARLINGTON PUBLIC LIBRARY SYSTEM

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 bookstores 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

## Arlington Public Library System

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