



**IF YOU ARE A CURRENT RESIDENT OF CUYAHOGA COUNTY, THE LIBRARY WILL ACCEPT ONE (1) DONATED COPY OF YOUR NEW BOOK.**

**Please print this form, fill it out, wrap it around your book, and mail your book to:**

CUYAHOGA COUNTY PUBLIC LIBRARY  
*Administrative Offices*  
Attn: **Collection Development Department**  
2111 Snow Road  
Parma, Ohio 44134

To save postage, you may take your book to the nearest CCPL branch and ask a librarian to send it via interlibrary mail to the Collection Development Department at the Administration Building.

**Please fill out this information:**

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First and Last Name

Date

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Home Address

City

State

Zip

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Title of Book

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**Please keep in mind:**

- The Library reserves the right not to add items to our collection that do not meet our selection criteria.
- It can take six to eight weeks for your book to be evaluated, cataloged, processed, and available at a branch.
- We will start the book at a branch near your home address. If it is checked out and returned to a different branch, it will remain at that branch until it is checked out again.
- Library books are subject to periodic weeding if they are in poor condition or not being checked out by readers.
- If you are not a current resident of Cuyahoga County, the Library will donate your book to a Library book sale. Your book will not be returned to you.