



*“A book is like a garden  
carried in the pocket.”*

*~ Chinese proverb ~*

#### MEMORIAL AND HONOR BOOKS

Monetary gifts for the purchase of books or other library materials are gratefully accepted. To make a gift to the library for the purchase of library materials in memory or honor of a friend or loved one or to celebrate a special occasion like a birthday or anniversary, please complete the [Gifts and Donations Form](#), which can be requested at any Clark County Public Library location or printed off our website at <https://ccploho.org/about-the-library/support-the-library/>. The library will try to accommodate the subject or title preferences of the donor.

#### CASH GIFTS

Gifts of substantial cash offerings, securities, bequests, or real property will be handled by the Director, who, with the Board of Trustees, will work out terms of acceptance compatible with library policies, the donor's intent, and applicable laws.

#### BOOK AND MATERIAL DONATIONS

The library welcomes donations of most books and audiovisual items in good condition. Materials will be added to our collection if they are needed and meet the criteria of the collection development policy. Other materials will be sold by the Friends of the Library, given to other libraries, or discarded. Once a gift is accepted by the library, it will not be returned to the donor.

Gift collections will be accepted by the Director, with the counsel of staff and the Board of Trustees as appropriate, with the understanding that the collection may not be kept intact. Gift periodical subscriptions will be evaluated to determine their suitability for adding to the collection.

The library is very interested in receiving donations of materials documenting Springfield and Clark County history.

#### FOR TAX PURPOSES

The library will, if requested, provide a written acknowledgment of gifts. In accordance with income tax regulations, the library will leave the determination of a donation value to the donor.

#### AMAZON SMILE

Help us while you shop! When you log in to Amazon Smile <https://smile.amazon.com/> select Friends of the Clark County Public Library. A portion of your dollars spent will support our FOL organization.

#### ONLINE DONATIONS VIA SMARTPAY

Click the **Make a Donation** button on the library's SmartPay interface page to make a donation to the library with your credit card (minimum \$2.50).

<https://ccploho.org/pay-fees/>



The Clark County Public Library's Amazon.com Wish List consists of high-demand books that you can purchase and donate to the library, helping to meet an immediate and specific need.

When you buy the items on the library's Amazon.com Wish List, they will be mailed directly to the library's processing center. Upon your request, a bookplate will be placed in each book, letting future readers know it was a gift to the library from you. Only items on the Wish List should be ordered for the library.

As an added perk, when you purchase an item for the Clark County Public Library you can choose to be the first to view it by entering a note in the "gift option" section, along with your full name and library card number.

#### USING THE WISH LIST

1. Log on to the Clark County Public Library's website at [www.ccplohio.org](http://www.ccplohio.org).
2. Go to **About CCPL** and click on **Support the Library**.
3. Scroll to the bottom of the page and click on the Amazon Smile link.
4. Select the item(s) that you want to purchase, proceed to checkout and your items will be shipped directly to the library!

#### Main Library

201 South Fountain Avenue  
Springfield, Ohio  
(937) 328-6903

#### Enon Branch

209 East Main Street  
Enon, Ohio  
(937) 864-2502

#### Houston Branch

5 West Jamestown Street  
South Charleston, Ohio  
(937) 462-8047

#### Park Branch

1119 Bechtle Avenue  
Springfield, Ohio  
(937) 322-2498

#### Village Branch

1123 Sunset Avenue  
Springfield, Ohio  
(937) 322-2226

#### Bookmobile

(937) 322-2821



[www.ccplohio.org](http://www.ccplohio.org)



## CLARK COUNTY PUBLIC LIBRARY

# GIFTS & DONATIONS