



Clark County Public Library
 201 South Fountain Avenue
 Springfield, Ohio 45506

Gift and Donation Record

MEMORIAL/HONOR BOOK PROGRAM

Please take a moment to fill out the following form so that we may have a record of your donation on file, and also so we may send an appropriate acknowledgement.

We appreciate your donation to the Clark County Public Library!

Branch - _____

Date - _____

Amount of Gift - \$ _____

Type of Material Selected

Book _____ Books on Tape _____

Video _____ CD _____ Other _____

Category

Fiction _____ Non-Fiction _____

Children's _____ Other _____

Topic Selection - _____

Is this an Amazon Wish List item? Yes _____ No _____

Item(s) Selected - Title/Author/Price - _____

Name of Donor - _____

Donor's Address - _____

Telephone - _____

In Recognition/Memory (please circle one) of (Bookplate) - _____

Send Recognition/Memorial Letter to - _____

When item is added to collection notify - _____

Date Ordered _____ IND _____
 Date Received _____ ORG _____
 Order Taken by _____

For Public Relations Use	
Acknowledgement/TY Sent	_____
Bookplate	_____
Recognition/Memorial Letter Sent	_____
Record and File	_____
Updated 7142022 AP/PR	