

**WESTERN COUNTIES REGIONAL LIBRARY
CHARITABLE ASSOCIATION**

Memorial Donation

Branch

Date.....

This donation to the Western Counties Regional Library Charitable Association
is being made in memory of

.....

An acknowledgment card (filled out and mailed by either staff or donor) should be sent to:

Name Address.....
.....

Would you like us to purchase a special memorial book or other item? Yes No

If so, is there a format and/or type of material which would be especially appropriate?

.....
.....

A bookplate can be placed in the book. Please give any special wording you would like used.

.....
.....

Name of donor..... Amount of donation \$.....

Mailing address..... Do you want a tax receipt? YesNo
..... (Tax receipts can be given for amounts of \$10.00 and over.)

If you would like to receive information about your library via e-mail, please provide your e-mail address: _____ You may request an end to this service at any time. This information would include items such as monthly highlights, newsletters, annual reports, regional events and campaign information.

Thank you for your donation!

For branch staff use: acknowledgment card sent if mailed from the branch (date)

For librarian's use:

Letter to donor (date) Income Tax Receipt # (if applicable)

Item ordered (title).....(date).....

Item ready for branch (date)