

**Julien and Virginia Cornell Library
Vermont Law School
South Royalton, Vermont**

Library Donation Acceptance Policy

Vermont Law School's Cornell Library is pleased to consider book donations. Thank you for thinking of Vermont Law School and, in particular, the Julien and Virginia Cornell Law Library. Although we would like to accept every item that is so generously offered, space limitations and our collection development guidelines prevent us from accepting all items. Adherence to the following donation policy will allow us to properly consider your donation to the Cornell Library.

1. Contact the Associate Library Director and Head of Collection Development, Jane Woldow. She oversees all proposed donations to the Cornell Library and can be reached at 802 831 1449 or jwoldow@vermontlaw.edu. You will need to provide a list of the offered books; including the title, author, publication year, and edition, as well as your contact information. Typically, the library does not accept donations that are part of a subscription.
2. Once you contact the Associate Library Director and Head of Collection Development we will be happy to review the list of books you would like to donate. Should you desire, we will place a book plate on your behalf in any book we accept. If we do not receive your contact information we will not be able to formally acknowledge your donation for personal and tax related purposes. The library does not make monetary evaluations of donations. Gifts are accepted with the understanding that once accepted, a gift becomes the property of the Vermont Law School Cornell Library. Acceptance of a gift does not require the library to retain the gift in perpetuity.
3. If you do not contact the Associate Library Director and Head of Collection Development we will be unable to consider your request in the manner as outlined above. If you choose to simply drop off the books at the library please understand that the Cornell Library reserves the right to accept or dispose of such materials at our discretion. We will not be able to acknowledge receipt of the donation or attribute it to the donor.

This policy has been developed to best serve each individual donor and the Vermont Law School community. We thank you very much for your support and cooperation.

January 1, 2014