



**Literacy Network**  
Improving Lives Through Literacy

# Donate your used books!

Decluttering your home? Let us help! Literacy Network is collecting used books. Money raised allows our classes, tutors, and textbooks to remain free for low-literate adults in our programs.

**We prefer to accept donations between 9:00am-1:00pm Wednesdays**, or during business hours: Mon-Thu 8:30am-6:00pm or Fri 8:30am-1:00pm.

Donated books need be dropped off at the Literacy Network office (701 Dane Street); unfortunately we are unable to pick-up donations. Due to the limited number of volunteers we have to sort through donations, please follow the guidelines below. Thank you!

## **DONATION GUIDELINES**

### **We WILL accept:**

- Hardcover and paperback books in good condition (*see below*)
- Children's books in good condition
- Textbooks
- Audio Books (CDS only)

### **We accept certain materials within specified limits:**

- Price guides and almanacs (current only)
- Dictionaries (less than 5 years old)
- Medical and financial advice books (less than 5 years old)
- Travel guidebooks (less than 5 years old)
- Computer manuals (less than 5 years old)
- Test preparation guides (less than 5 years old)

### **We do NOT accept:**

- Boxes of books that you have not sorted through for condition (*i.e., boxes straight from storage*)
- Damaged books with broken bindings, missing pages, soiled, musty, moldy, with smoke or water damage, or with excessive writing in the text
- Toys, games, puzzles, artwork
- Magazines (*bound or unbound*)
- Condensed books (*Reader's Digest*)
- Encyclopedias
- Workbooks or study guides that are partially or wholly filled in
- Computer programs
- Music CDS
- Cassettes
- DVDs
- VHS Tapes