

HARVARD DIGGINS LIBRARY DONATION FORM

MONETARY GIFTS

I would like to make a monetary gift of: \$ _____

Please use my gift in the following area(s):

- Where the need is greatest
- Books and other library materials
- Programs and events
- Other: _____

BEQUESTS & MEMORIALS

Bequest amount:

\$ _____

- In honor of: (Individual, family, business, or organization) _____

- In memory of: _____

ADOPT-A-BOOK

\$20 per book. Please fill out one form per book.

In memory of Donated by Dedicated to

Please specify a general subject area for the book you would like the bookplate placed in:

Would you like the book to be placed on hold for you when it is available? If so, please provide a valid Harvard Diggins Library card number:

21601000 _____

Please allow a few weeks for us to process your Adopt-A-Book request.

Donor Contact Information *Your donation is eligible for tax deduction. You (the donor) will receive a letter acknowledging your gift.*

Name: _____ Phone Number: (_____) - ____ - _____

Address: _____ City: _____ State: _____

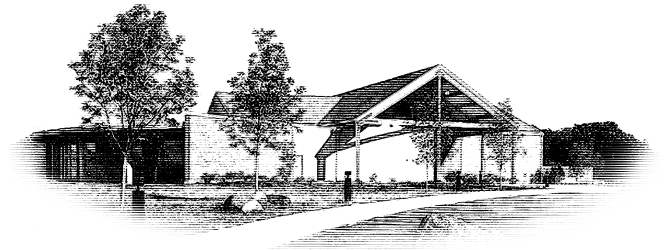
Zip Code: _____ Method of payment: Cash Check Amount enclosed: _____

All checks should be made out to: Harvard Diggins Library.

Please mail this form to: Harvard Diggins Library 900 E. McKinley St. Harvard, IL 60033.

Thank you for supporting Harvard Diggins Library!

SUPPORTING YOUR LIBRARY



900 E. McKinley St.
Harvard, IL 60033
815-943-4671
www.harvard-diggins.org



HISTORY

Founded in 1909 under a private trust from Delos F. Diggins, the Harvard Diggins Library is now over a century old.

Diggins grew up in Harvard, IL and wanted to give something of lasting value back to the community he loved. His gift provided money for the library building, but it was up to Harvard residents to supply the books to fill the shelves. These early library patrons set the model of community support and involvement that continues to this day.

Today, Harvard Diggins Library is considered a city library, and although property holders within the city limits pay taxes to support this library, it still relies partially on gifts, donations, grants, and fundraising to offer quality services, materials, and programs to the community.

There are many ways community members like you can give back and support your library.

MONETARY GIFTS

Harvard Diggins Library accepts monetary donations of any size. Monetary gifts help the library tremendously in many ways. They help build the collection to buy books, DVDs, CDs, and electronic media such as eBooks, audiobooks, and databases. They also help the library by funding programs, renovations, and technology improvements. See back page donation form.

BOOK DONATIONS

The library accepts gently used fiction or nonfiction books, DVDs, and CDs as donations that are used either as added items to the collection, or sold in our ongoing Friends of the Library used book sale to raise money for the library. We do not accept VHS tapes, encyclopedias, textbooks, or Reader's Digest condensed books. Donations can be delivered to the Circulation Desk anytime during open hours.

ADOPT-A-BOOK

For a \$20 donation, Harvard Diggins Library will place a bookplate in a newly purchased library book with a dedication of the donor's choice.

You can specify for the bookplate to be placed in a book of a general subject area, such as gardening, cookbooks, history, fiction, etc.

Dedications can:

- Honor an individual, family, business, or organization
- Memorialize a beloved friend or relative
- Commemorate a milestone or anniversary
- Give thanks for service or kindness

Your gift is tax deductible by law. Please allow a few weeks for your gift to be processed. Please see donation form on the reverse side of this page to fill out your information and get started.

BEQUESTS & MEMORIALS

The library accepts bequests and memorials in larger amounts, which are placed in the Diggins Trust Fund. These bequests support the library's future endeavors and can be made in honor of an individual, family, business, or organization, in memory of a loved one, or in your name.

SPONSOR A STORYWALK®

The Harvard Community StoryWalk® begins at the Library's entrance and runs through Lion's Park. New stories are added to the signposts monthly. Individuals, families, or organizations may sponsor a month of the StoryWalk® for \$60. The sponsor's name or logo will be featured on the opening and closing frames. Each donation will contribute to the cost of supplies, including book copies, lamination, and mounting paper. Please visit our website to obtain a StoryWalk® sponsorship form.

FRIENDS OF THE LIBRARY



Members of the Friends of the Harvard Diggins Library actively support the library in a number of ways. Volunteers donate time to regularly organize and stock the ongoing used book sale and host the annual big book sale, which raises money for the library. They also participate in other fundraising efforts, like planning and hosting events such as the annual Friends of the Library Tea Party. Most importantly, the Friends are the voice of the library within the community, help promote library services and programs, and support the needs of the library.

The Friends of the Library group meets one evening per month. All community members are welcome to attend these meetings and become an official Friend of the library. Contact the library for the next meeting date and time.

AMAZON SMILE



amazonsmile

You shop. Amazon gives.

The Friends of Harvard Diggins library group has set up an Amazon Smile account to raise money for the library. Even if you cannot donate money or volunteer your time, you can still support the library whenever you shop on Amazon. Simply shop on smile.amazon.com and choose "Friends of the Harvard Diggins Library" as your selected charity. A portion of your purchase supports the library.