

Please notify the following of my gift:
Name:
Address:
City State ZIP:
Recognition plate on item should read (for books, etc. only):

**Please mail donations along with this form to: Fiscal Officer, Westlake Porter Public Library,
27333 Center Ridge Road, Westlake, OH 44145**

<p>This gift commemorates (check one):</p> <p><input type="checkbox"/> Memorial</p> <p><input type="checkbox"/> Anniversary</p> <p><input type="checkbox"/> Birthday</p> <p><input type="checkbox"/> Retirement</p> <p><input type="checkbox"/> Organization</p> <p><input type="checkbox"/> Other (please specify)</p>	<p>Subject area or topic material should cover:</p> <hr/> <hr/>
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fitting way to honor a birthday or anniversary or memorialize a loved one. In addition, they supplement the library's collection in that area. A recognition plate naming the honoree is usually affixed to the item.

Quotations – Quotations about libraries, books and reading by famous individuals are another way to memorialize or honor loved ones. The quotations are affixed to the walls of the library with attractive three-dimensional lettering. The library has a list of selected quotations still available. Please call the Fiscal Officer (440-250-5452) for the list. Quotes require a minimum donation of \$1,500.

Undirected monetary donations – Donations made without specified usage conditions will be put to the best possible use as identified by the Board of Trustees and staff. Significant donations will be recognized with a plaque or nameplate.

Other special projects – Each year the library selects one or two special areas or projects to emphasize and designate for use of donated funds. Please call the Fiscal Officer (440-250-5452) for more information.



Library Gift and Donations Guide



27333 Center Ridge Road
Westlake, OH 44145
www.westlakelibrary.org
(440) 250-5452

Why Give to the Library?

Donations and gifts by individuals and organizations have a proud place in Westlake Porter Public Library's history. The Library was founded in 1884 with Leonard G. Porter's \$1,000 bequest to the Village of Dover for the purpose of establishing a community library.

In that tradition, the library has always welcomed gifts of books, other library materials, and funds for library projects by individuals or organizations. Such gifts have been lasting and useful memorials of friends or family members, and celebrations of special occasions such as birthdays, anniversaries, retirements, etc. In addition, many of these gifts have allowed the library to provide materials and services it might not ordinarily be able to afford.

At right is a list of giving options for you to consider. In the case of materials donations, the library usually selects the item but requests that the subject areas be recommended by the donor. For suggestions, or to discuss other donation or gift options, please call the Fiscal Officer at 440/250-5452.



"What is more important in a library than anything else - than everything else - is the fact that it exists."

Archibald MacLeish

Giving Options

Donations to the library are a lasting, significant way...

- ◆ To recognize life events such as:
 - Birthdays
 - Anniversaries
 - Retirements
- ◆ To memorialize a loved-one or friend
- ◆ For a community organization to serve and impact the West Shore community

Such gifts are usually identified with recognition plates naming the honoree. Significant donations and gifts are recognized with wall-mounted plaques bearing the donor's name.

Gift Categories

Christina's Corner — Christina's Corner is an area in the Youth Services Department where parents and children can comfortably read together. Christina's Corner is a memorial to Christina Ryook, a former Westlake resident who perished in the September 11, 2001 terrorist attack on the World Trade Center. Donations are used to replace and add to the collection of books there.

Books and other media — Donations of books, DVDs, CDs, etc. in the genre or subject that someone loves or loved can be a

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PLEASE PROVIDE THE FOLLOWING INFORMATION ABOUT YOUR DONATION

Date:					
Donor Name:					
Address:					
City State ZIP:					
Phone Number					
Amount or Item Enclosed (checks should be made payable to Westlake Porter Public Library)					
<p>I would like to donate (check all that apply):</p> <p> <input type="checkbox"/> A book <input type="checkbox"/> a magazine or newspaper subscription <input type="checkbox"/> A DVD <input type="checkbox"/> A music CD <input type="checkbox"/> A book on tape/CD <input type="checkbox"/> Furniture/ Equipment <input type="checkbox"/> To a project: _____ <input type="checkbox"/> Best use/as needed </p> <p> <input type="checkbox"/> I would like someone to call me to discuss donation options </p>					