



Donating Materials to the UMD Library

Policy Statement

The UMD Library accepts donations of books and other library-related materials as a way of enhancing its resources. Materials given to the Library will be evaluated by the same selection criteria as purchased materials, especially those concerned with relevance to curriculum, currency, quality of content, and strength of existing collections. Other factors taken into account are:

- Space limitations
- Cost of processing
- Condition of the materials

The UMD Library reserves the right to decline a donation. If accepted, upon receipt donations become the property of the Library. The Library holds the right to determine retention, location, circulation, and disposition of the gift. Those items not added to the library collection may be offered to another library, donated to a worthy cause, discarded, or sold.

The UMD Library adheres to all federal and state regulations governing donations and is prohibited by conflict of interest from providing estimates of monetary value for any donation. The appraisal of a gift's value for tax or other purposes is the responsibility of the donor and should be done before the donation is made. The Library acknowledges donations of library materials with a letter which indicates the number of items donated. It does not provide an itemized list.

Related Information

- Regents Policy. [Gift Solicitation and Acceptance](#)
- Regents Policy. [Libraries and Archives](#)
- University of Minnesota Libraries. Selection Policy. Supplement No. 2. [Gifts to the University of Minnesota Library](#)

Approved by UMD Library Management Team
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Endorsed by EPC Subcommittee on Information Technology and the Library
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