

Goddard College

PLAINFIELD, VERMONT | PORT TOWNSEND & SEATTLE, WA

Gifts of Works Authored by Alumni, Students, Staff or Faculty:

The library gratefully accepts donations of works authored by Goddard alumni, faculty, staff and students. **Two copies are optimal** for adding to both the general collection and the special collection.* Please send your publications directly to the College's Advancement Office at:

**Goddard College
Advancement Office
123 Pitkin Rd., Plainfield, VT 05667**

A brief review of your publication will also be considered for *Clockworks*, the alumni magazine. Digital images of your book cover can be emailed to clockworks@goddard.edu.

**Please note: the special collection is reserved for matriculated alumni, current student, current staff, current and former faculty, and current and former trustee publications. Non-matriculated alumni and withdrawn student publications will be added to the general collection.*

Donations to the Eliot D. Pratt Library:

The standard of selection that governs purchases of books for the library collection also applies to gifts. Gifts will be accepted on the condition that the library staff may select those appropriate for the collection. We are unable to accept books that are damaged, may contain mold, or that show signs of excessive wear and tear. If items are not accepted for the collection they may be used for the book sale or recycled unless other arrangements are made.

In the event that the donor does not wish for any of their unwanted books to be sold or disposed of, items will be returned to the donor. The donor is responsible to pick up the material within one month of notification of decision not to add to collection. Items not picked up within one month will be disposed of at library staff's discretion.

Goddard College does not assign a monetary value or perform appraisals of gifts. Upon request, the library staff will provide a receipt of donation that includes how many items were received.

Send book donations directly to the library at: **Eliot D. Pratt Library
123 Pitkin Rd., Plainfield, VT 05667**

To discuss donations in excess of a few boxes, please contact the Director of Information Access at 802.322.1603.

Gifts of Literary Estates:

Goddard Archives are limited by space and generally do not include material other than that which is part of the College's history. Because of this limitation, literary estates are not usually accepted.

Updated on 1/17/14