

Library Material Donation Form

Date: _____

Received by: _____

Donor Information

Print name: _____

Status:

☐ Faculty ☐ Staff ☐ Student ☐ Alumni ☐ Other _____

Phone Number: _____

E-mail: _____

Address: _____

Donation Details

Number of item(s): _____

Acknowledgement:

☐ Yes, I would like to receive a Certificate of Donation

☐ No, I do not need a Certificate of Donation

All donated materials will be evaluated by the Library of the University of Nottingham Ningbo China to determine their suitability for inclusion in the Library's collections. Materials that are not added may be deemed outside the scope of the Library's collections. Once donated and accepted, all materials become the property of the Library, and the Library reserves full ownership and the right to manage, use, or dispose of the materials at its discretion.

☐ I understand that my donation may not be added to the Library collection.

Donor Signature: _____

Date: _____