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## *Library Material Donation Guidelines*

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**The Mattituck-Laurel Library accepts donations of materials on behalf of the Friends of the Library book sales. Donations are limited to three boxes or bags. All donations must be in good, clean condition, free of writing, highlights, mold or dust.**

**We gladly accept:**

- Hardcover fiction published in the last 10 years
- Oversized paperbacks in excellent condition
- Non-fiction Hardcovers
- Commercially recorded music, CD's, audio books, DVD's or Blue-Ray
- Recent Children's Books

**Sorry, we can't take:**

- Catalogs, Free Copies, AAA publications or Advanced Reading Copies
- Harlequin romances
- Reader's Digest condensed books
- Books missing covers
- VHS tapes, audio cassettes & computer software
- Homemade DVD's, CD's or cassette tapes
- Publisher Proofs
- Activity Books and Workbooks (ex: Coloring Books)
- Custom Course Packets
- Dated Reference Material (more than 3 years old)
- Medical and financial advice books (more than 3 years old)
- Travel guidebooks (more than 3 years old)
- Computer manuals (more than 3 years old)
- Test preparation guides (more than 3 years old)
- Directories and Telephone Books
- Encyclopedia year books
- Law case, statute, and regulation books
- Literature Cliffs Notes
- Thesis or dissertations
- Any book which has been highlighted or written in