



Town Of Niverville-Recreation

Policy No. R1-25: Library Donation Policy

Effective Date: August 19, 2025

Resolution# 212-25

Revision Date: _____

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Purpose: To provide clarification regarding the donation of books and other materials to the Take one Leave One Library.

The Town of Niverville Library accepts gifts of books if they are in good condition and fall within the guidelines of the library. All donated material becomes the property of the library. If not needed for the library's collection, the material may be sold at a seasonal sale to raise money for the library or disposed of in an appropriate manner.

Due to the number of donations received and the limited space available for storage, processing, and display, guidelines for preferred donations and those not suitable are offered (see below). The library does not provide receipts for income tax purposes for donations of books.

Preferred Donations

- Best sellers
- Paperback and hardcover books in good condition
- Local history (Niverville/Manitoba/Canada)
- Material covering specific subject areas (as determined by library staff)

Not Suitable

- CDs, DVDs etc.
- Books in poor condition (i.e. yellowed pages, ripped pages, broken bindings, marked etc.)
- Encyclopedias and other multi-volume sets
- University and college textbooks
- Books with outdated content
- Reader's Digest condensed books
- Magazines