

Gift Book Program

Dear Parents and Friends of the Edison High School Library Media Center:

The Edison Library Media Center is conducting a Special Occasion/Birthday Gift Book Program. The program helps grow our library collection while formally commemorating special days and people in the lives of our students.

We welcome your participation! Consider adding a book to our collection:

- to honor your student's birthday
- in honor (or memory) of a grandparent, special friend, family member
- to honor a special teacher
- as part of your holiday giving

To reduce the chance of duplication, and ensure the integrity and vitality of our school's collection, please help us select books in the following ways:

- Select a book from our library's wish list and send a check in the amount of the price of the book you selected. A copy of the wish list is at the circulation desk and posted on our website. We can also e-mail or fax the list to you. Please pick both a first- and second-choice title in the event that we have an overlapping gift choice.
- Ask to see a copy of age-appropriate award-winning booklists from our state and national library associations.
- Make a donation toward the purchase of new books in the amount of your choice. You may contact the teacher-librarian to discuss book choices—titles, genre, etc.

A bookplate will be placed in your gift book and the student will have the opportunity to be the first borrower! Please make all checks payable to Elmira Heights School District and mark "Gift Book Program" in the memo.

We thank those who have generously support the library by donating books through the Birthday/Gift Book Program. We hope others will join this effort. If you have questions contact us.

Respectfully,

Mary Ann Sheets
School Library Media Specialist

LIBRARY GIFT PROGRAM FORM

Please return this completed form with any donations or checks. We will acknowledge your generous gift with a letter, note your gift in the next library newsletter, and place a bookplate in your gift book.

Student's Name _____ Grade ____

Homeroom/Room _____ Date _____

Parent's/Donor's Name _____ Phone _____

Parent's mailing address: _____

OCCASION OF GIFT

____ Birthday ____ Memorial ____ Non-specific gift Other _____

BOOK SELECTION

____ I am enclosing the library's book wish list, indicating 1st and 2nd choices and have included a check for \$ _____

____ Please arrange for my child to choose a gift selection with the help of the teacher-librarian. Enclosed is check for \$ _____

____ I would like to discuss gift options with the teacher-librarian, please contact me by at _____ (phone) or _____ (email)

Notes _____

INFORMATION FOR BOOK PLATE

(Fill in for books donated in honor of someone's birthday.)

Birthday Date: _____ (If gift is in honor of a birthday)

Honored Birthday Student: _____ Presented by: _____

(Fill in for books donated in honor or in memory of a person or occasion other than a birthday.)

In honor of: _____ or In memory of: _____

Presented by: _____

Suggested wording: _____

ANNOUNCEMENTS OR ACKNOWLEDGMENT

Acknowledgments will be sent for memorial gifts and gifts honoring an occasion.

Please provide a mailing address if you would like a formal acknowledgment:

For further information regarding our gift book program, please contact the teacher-librarian:

Phone: 733-5604

E-mail: msheets@gstboces.org