

# New Castle Public Library Memorial and Honor Book Request

In Memory/Honor Of: \_\_\_\_\_  
Circle One

Donor Recognition Name (on book plate): \_\_\_\_\_

Donor Name: \_\_\_\_\_

Donor Address: \_\_\_\_\_

Donor phone: \_\_\_\_\_

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Donation Amount \$ \_\_\_\_\_ (The library requires a *minimum* \$20.00 donation -  
make checks payable to: *New Castle Public Library*).

Person/Family to be notified: \_\_\_\_\_

Address: \_\_\_\_\_

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Please indicate your preferred book selection from the following general categories.

**Adult Fiction**

**Adult Non-Fiction**

**Children's/Young Adult**

While we try to honor specific requests, we must purchase items that further enhance the library's collection and meet our collection development policy. While a \$20 donation is required remaining funds after the book selection will be utilized to further the mission of the New Castle Public Library. Please note the following:

- An address must be provided so that the person/family can be notified of the request.
- Selections can take up to a month. Call Lori Daytner at 724-658-6659 x104 to find out which book was selected.
- Requests are retained via electronic files for a period of three years.
- Book selections may be weeded if the title is damaged or no longer fits the collection.

Mail the completed form to:  
**New Castle Public Library**  
**Attn: Memorials**  
**207 E. North Street**  
**New Castle, PA 16101**

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\*\*Library use only\*\*

Date Received: \_\_\_\_\_ Cards sent: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

Author: \_\_\_\_\_ Author: \_\_\_\_\_