



THE  
PUBLIC  
LIBRARY  
of Cincinnati  
and  
Hamilton County

# Local Author Donation

IF YOU ARE A CURRENT RESIDENT OF HAMILTON COUNTY, THE LIBRARY WILL ACCEPT ONE (1) DONATED COPY OF YOUR NEW BOOK.

**Please print and fill out this form, wrap it around your book, and mail your book to:**

THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY  
Attn: MSA Department – Local Author Processing  
800 Vine Street  
Cincinnati, Ohio 45202

To save postage, you may take your book to the nearest PLCH branch and ask a staff member to forward it to the MSA Department at the Main Library.

**Please fill out this information:**

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First and Last Name

Date

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Home Address

City

State

Zip

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Title of Book

**Please keep in mind:**

- The Library will not add items to the collection that do not meet our selection criteria.
- Due to the volume of donations and requests we receive, we are unable to notify individuals if we choose not to add the title to the collection. If we do add the title, it will appear in the library catalog within two months.
- Library books are subject to periodic weeding if they are in poor condition or not being checked out.
- If you are not a current resident of Hamilton County, the Library will donate your book to the Friends of the Library book sale. We are not able to return the book to you.