Library Gift Form

Fill in the information below and send this form in with any donations or gifts. All gifts will be recorded in the Library Gift Register and appropriate acknowledgements will be sent. Checks should be made payable to the FALK SCHOOL LIBRARY. Additional forms may be printed from the library website.

Child’s name: ______________________________________  Room _____  Date__________
Parent or other donor’s name: ___________________________  Phone__________
Email address: _______________________________________  *

Gifts are usually acknowledged in FALKTalk.  Check here if you do NOT want this information to be published in FALKTalk.  Do not publish information.  

Type of Donation

___ Birthday Book    ___ Memorial Book    ___ Gift Book    ___ Cash

Book Selection

___ I am enclosing the book list, indicating 1st, 2nd, and 3rd choice, and have included a check for $ ______

___ Arrange for my child to choose from a selection of new library books, which will include both listed and unlisted books. Enclosed is check for $ ______

___ I am donating the following books:

__________________________________________________________

__________________________________________________________

Book Plate Information

Birthday Book
Fill in for books donated in honor of someone’s birthday. Use current year.

Birthday
Date: _______________________________

OR

Gift Books
Fill in for books donated in honor or in memory of someone.

In honor of:
______________________________

OR

In memory of:
______________________________

Announcements or Acknowledgement

Acknowledgements will be sent for memorial gifts and gifts honoring someone. Please contact Ms Williams, 412-624-8516 or lwilliam@pitt.edu if you have any special instructions.