



DONATIONS POLICY

The American Bookbinders Museum is dedicated to the preservation, exhibition and study of historic materials related to bookbinding.

COLLECTION SCOPE

- Photographs of bookbinders, binderies or bindings
- Manuscripts: letters, journals, documents related to bookbinders or bookbinding
- Signed bindings
- Books or periodicals related to bookbinding not already held by the museum
- Oral histories of bookbinders
- Printed ephemera related to bookbinders
- Bookbinding paraphernalia including advertisements and packaging
- Company histories, bindery price lists
- Equipment catalogs
- Bookbinders' unions memorabilia or archival materials
- Select early bindery equipment: see our wanted list [[link](#)].

DONATIONS

There are many ways to give to the American Bookbinding Museum. Contributions of much-needed funds, time and expertise volunteered and gifts of books and equipment all help us achieve our mission and keep the Museum a growing and vibrant institution.

Ways to give:

Contribute through our donation form. Gifts are not only critical to the daily operations of the Museum but also help sustain our changing exhibitions, public programming initiatives and the preservation of the collections. To contribute a gift of any size, you may give online, or by mail.

The American Bookbinders Museum is a private, non-profit 501(c)(3) charitable organization. All donations to the Museum are fully tax-deductible to the extent allowed by law.

Gifts in Kind:

The American Bookbinders Museum is grateful for offers of gifts of materials for its collection. It is, in part, through such generosity that the Museum is able to add depth to the resources we make available to our community. For any donations of materials, please read this guide in full and then please contact us to discuss your gift further. [[email collections@bookbindersmuseum.org](mailto:collections@bookbindersmuseum.org)]



The Library welcomes donated books and manuscripts that enhance its collections in support of our teaching and research needs. The Archive also welcomes gifts of bookbinding equipment and tools as required by the needs of the collection. See our wanted list for our current needs.

The Library and Archive will decline offers of gifts if they unnecessarily duplicate existing holdings, if the subject matter is outside the scope of its collections, or if there are donor restrictions the Library/Archive cannot honor. See section below regarding acquisition guidelines.

The American Bookbinders Museum is a non-profit 501(c)(3) organization. The fair-market value of any donation is tax-deductible.

For every donation, the museum will provide a letter stating what the gift was and when it was received by the museum. The donor should keep this letter as a receipt of gift in case they are asked to produce it by the IRS.

The Museum does not appraise materials for tax purposes, but can recommend a list of appropriate appraisers who may assist you.

Acquisition Guidelines

The following donations will generally be *refused* as inappropriate to the Museum's needs:

- Materials that are not in good physical condition, e.g., containing mold or mildew, tears, stains, water damage or are in any way impaired in a manner that results in limited or restricted use. Moldy materials are potentially harmful to existing collections.
- Materials that require significant restoration or conservation or unique storage conditions, unless accompanied by appropriate funding.
- Gifts on which a donor places restrictions that will negatively affect access to and use of the materials.
- Single issues of periodicals or broken runs of bound periodicals, unless they fill gaps in our current collection.
- Materials that duplicate current holdings.
- Photocopies/facsimiles of original materials.
- Oversized equipment or artifacts.
- Items outside the scope of our collection areas.