

TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER EL PASO

DORIS F. EISENBERG LIBRARY OF THE HEALTH SCIENCES

and

DELIA-MONTES GALLO LIBRARY OF THE HEALTH SCIENCES CENTER

**GIFT INFORMATION FOR PROSPECTIVE DONORS
(Applicable to Gifts of Library Materials valued at less than \$50,000)**

The **Doris F. Eisenberg and Doris F. Eisenberg Libraries** of the Health Sciences Center welcomes and encourages gifts in support of the collection and the Texas Tech University Health Sciences Center El Paso (TTUHSC El Paso) program. Indeed, the libraries relies greatly upon the support of donors for sustained growth, and many of the libraries' most valuable resources and special collections are obtained from donors. Gifts of books, periodicals and other materials contribute to the libraries' development, and the support provided by small gifts is appreciated in the same way as the assistance given by more substantial donations.

The primary objective of the libraries is to support the TTUHSC El Paso mission of teaching, research and service. Materials supporting this objective received as gifts will be accepted by the libraries.

All gifts are accepted into the libraries with the understanding that the libraries have the right to determine retention, location and other considerations relating to the use or disposition of said gifts. Acceptance of library materials will be made by appropriate Library personnel.

If the donor requires an appraisal for income tax purposes, the Internal Revenue Service requires that the donor pay for an independent appraisal. Upon request, staff of the libraries will suggest independent appraisers and will assist in the use of such sources of information as auction records, dealers' catalogs, and other price lists. The acceptance of a gift which has been appraised by a third, disinterested party or by the donor does not in any way imply endorsement of the appraisal by the libraries.

The library director maintains a file of all donors, correspondence and listings of each donor's contributions. All gifts are acknowledged in writing. Gift plates are placed in books upon request.