



BOOK DONATION REQUEST FORM

To request a book donation, please complete the form below. All sections are required unless otherwise specified. Once completed, please submit the form to donations@bookoutlet.com.

At Book Outlet, promoting literacy is central to our purpose. While we'd love to fulfill every request, we will only contact applicants whose submissions we're able to support.

ORGANIZATION INFORMATION:

Organization Name: _____

Organization Type: _____
(e.g., school, library, non-profit, community group)

Website (if applicable): _____

Non-Profit Registration Number (if applicable): _____

Primary Contact Name: _____

Primary Contact Email: _____

Primary Contact Phone Number: _____

Location and Area of Service: _____

DESCRIPTION OF LITERACY PROGRAM:

Briefly describe your organization's literacy program(s):

Target Audience (e.g., age group, community served): _____

Number of people served annually: _____

Are there specific genres or types of books needed? (Check all that apply)

- Children's Books (ages 0-12) Specify children's age range (if required): _____
- Young Adult Fiction
- Young Adult Nonfiction
- Adult Fiction
- Adult Nonfiction
- Other (please specify) _____

DONATION REQUEST DETAILS:

Total number of books requesting _____

What date are books required by _____

What is the primary reason for your book donation request?

How will the books be used?

(Describe how the donated books will be distributed or used in literacy programs.)

Expected impact of book donation:

(e.g., number of people who will benefit, expected literacy outcomes, new programs created)

ADDITIONAL INFORMATION (OPTIONAL):

Do you have any additional comments or information that may help us consider your request?

SUBMISSION AGREEMENT:

By submitting this form, you confirm that the information provided is accurate and truthful to the best of your knowledge. You understand that if approved, your organization will be responsible for using the donated books according to the outlined plans and may be asked to report on the outcomes.

Name: _____

Title: _____

Date: _____