



720 First Avenue, Berwyn, PA 19312-1769
610.644.0138
www.easttownlibrary.org

Gift Notification Worksheet

Donor: _____

Address: _____

Phone: _____

Date: _____ Date of Gift: _____

Gift Amount: _____

Made: _____ in memory of: _____

_____ in honor of: _____

Titles/Genre Requests: _____

Acknowledgement sent on: _____

Notification of gift sent to: _____

Date: _____

For Use by Technical Services:

Date received from Development: _____

Title(s) selected: _____

Date of Purchase: _____ Book Plate inserted: _____

Date returned to Development: _____

_____ Donor wishes to reserve book for check out Card#: _____