

St. Charles City-County Library District
LOCAL AUTHOR COLLECTION

St. Charles City-County Library District welcomes the growing opportunities new self-publishing technologies offer local writers and artists for self-expression. The Library has a 'Local Author Collection' for copies of recent works written or recorded by authors/artists living in our area. The 'Local Author Collection' consists solely of donations and is limited in size.

Authors/artists wishing to contribute a donated copy of their title for consideration must meet the following criteria:

- Local Author is defined as a living author/artist who currently resides in the [St. Louis Metropolitan Statistical Area](#) (as defined by the U.S. Census).
- Items included in the collection are self-published or independently published material which has a cover/case, a title page/disc(s), and a binding/format which is strong enough to withstand multiple readings/circulations.
- A single donated copy will be considered for the 'Local Author Collection' which will be housed at the Middendorf-Kredell Branch in O'Fallon. Donations not added to the 'Local Author Collection' will not be returned.
 - Donations are the property of the library and will be disposed of as the library see fit.
Inappropriate subject matter or formats will not be added to the 'Local Author Collection.'
Class project material will NOT be considered for the 'Local Author Collection.'
- Donated copies accepted for the 'Local Author Collection' will be cataloged and added to the District collection. As the 'Local Author Collection' is limited in size, items will be removed at the discretion of the library to make room for newer material. Removed titles will not be returned to the contributor.
- Donations may be submitted to library staff, with a completed donation form, during regular library business hours at any St. Charles City-County Library District branch location.
- Donations for 'Local Author Collection' consideration should not be submitted through the book drop or through the mail, as they may be confused with other donated material that is sent directly to the Friends.
- Local author will complete a 'Local Author Collection Donation' form (see below) which must be included with the copy being donated to the library.

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LOCAL AUTHOR COLLECTION DONATION

Information about the donated item: (Please print)

FULL (REAL) NAME of AUTHOR / ARTIST: _____
PSEUDONYM / GROUP NAME (if applicable): _____
FULL TITLE (from Title Page / Disc, not the cover / case): _____
DATE of PUBLICATION: _____ NUMBER of PAGES / NUMBER of DISCS: _____

Contact information about the author/artist: (Please print)

FULL NAME: _____
STREET ADDRESS (no PO Box): _____
CITY / STATE: _____ / _____ ZIP CODE: _____
EMAIL ADDRESS: _____

[For Staff only -- NAME/BRANCH: _____ / _____ DATE: _____]