

## **Conditions for donating books to the Central Library and Document Center of Shahid Beheshti University**

The Central Library and Document Center would like to inform you that while thanking all the benefactors who donate their book collections to Shahid Beheshti University, to preserve and improve the quality and quantity of its resources, it accepts the donated resources under the following conditions:

1. Be related to the educational and research needs of the university (faculty, research institute, etc.).
2. Be up-to-date (except for sources that have historical value)
3. It should not be duplicated (due to the lack of space and the need for up-to-date resources, the Central library is not allowed to accept duplicates and old editions).
4. Physically, it should be in good condition (no tears, scratches, markings, and, etc.).

\*\*\*Please write your list of donated resources in the form of donation books; after making sure that the mentioned conditions are followed, then send the list to the Order Department. By reviewing and confirming this list, the Order Department would inform you of the date of sending those resources to the Central Library.

Dear donor

Thanks to your scholarly and gentle action, kindly be advised that the Library would donate some of your donated books to other educational centers if, after the necessary checks, it finds that some of your donated books are inconsistent with its donation conditions.

Donor's Signature