



Huron Public Library  
333 Williams St.  
Huron, Ohio 44839  
(419)433-5009

## Huron Public Library Honoree Form

The Huron Public Library gratefully accepts honoree donations. The donation may go into the General Fund or be put toward a specific department. Please complete the following form and then take the form to the Circulation Desk or send it to the Library by mail or as an email attachment to [huron@huronlibrary.org](mailto:huron@huronlibrary.org). You are welcome to contact us with any questions.

Once a staff member has received the donation, letters will be sent to the family with notification of materials selected for memorial plaques.

Average cost for a Children's book is \$25.

Average cost for an Adult book is \$35.

Checks may be made payable to the Huron Public Library

In memory of: \_\_\_\_\_

Family's Name **(REQUIRED)**: \_\_\_\_\_

Family's Address **(REQUIRED)**: \*If a name and address are not provided, a notice will not be sent to the family.

\_\_\_\_\_

Donor's Name: \_\_\_\_\_

Donor's Address: \_\_\_\_\_

\_\_\_\_\_

☐ Children's (\$25\*)    ☐ General Fund    Suggested Topics: \_\_\_\_\_

☐ Adult (\$35\*)    ☐ Other    \_\_\_\_\_

\*Suggested prices    \_\_\_\_\_

☐ Date: \_\_\_\_\_ Staff Initial: \_\_\_\_\_ Donation Amount \$ \_\_\_\_\_ check # \_\_\_\_\_ Receipt# \_\_\_\_\_

☐ Date: \_\_\_\_\_ Staff Initial: \_\_\_\_\_ Fiscal Officer

☐ Date: \_\_\_\_\_ Staff Initial: \_\_\_\_\_ ☐ Youth Service    ☐ Adult    ☐ Other

☐ Date: \_\_\_\_\_ Staff Initial: \_\_\_\_\_ Letter A Sent (Donor Thanks/ Title Notice)

☐ Date: \_\_\_\_\_ Staff Initial: \_\_\_\_\_ Letter B Sent (Receipient Title Notice)

☐ Date: \_\_\_\_\_ Staff Initial: \_\_\_\_\_ Added to Memorial Database

☐ Date: \_\_\_\_\_ Staff Initial: \_\_\_\_\_ Newsletter \_\_\_\_\_

**STAFF USE ONLY**

