Community Spotlight Collection Submission Form

Please indicate that the title meets the following eligibility requirements for the Community Spotlight Collection. Next, please complete the information for your donation OR request for purchase below.

☐ Creator resides in Kirkwood, MO OR the work has significance to Kirkwood, MO.
☐ If print, book is professionally bound and printed and is not an Advanced Reading Copy.
☐ Creator or donator has read the Community Spotlight Collection policy.
☐ Item was published within the past 2 calendar years.
☐ Creator or donator understands that their item becomes property of the Kirkwood Public Library, and that KPL will not be returning my item at a future date.

Signature:___________________________________________ Date:________________________

Please affirm eligibility by checking all boxes above and reading the Community Spotlight Collection Policy. Items that do not meet all criteria will not be considered for inclusion.

☐ I would like to DONATE an item and have included it

☐ I would like Kirkwood Public Library to PURCHASE an item

Thank you for your addition to the Community Spotlight Collection. Please complete, sign, and submit this form to the Reference Desk. If donating, you may also mail your item to:

Kirkwood Public Library
Community Spotlight Submission
140 E. Jefferson Avenue
Kirkwood, MO 63122

Donated or Requested By:_______________________________________________________________

Creator Name:_____________________________ Date:________________________

Address:_______________________________________________________________

Email:_____________________________ Phone:_____________________________

Title of Work:_______________________________________________________________

Publication Date:________________________ ISBN:________________________

Publisher:_____________________________ Price:_____________________________

Where to Purchase:_____________________________________________________________

If requester is not the creator of the item, please submit a Request for Purchase by contacting the Reference Desk at 314-821-5770 option 3 or filling out the linked form. To request a purchase, you must have a Municipal Library Consortium card with fines under $10. MLC member libraries include Kirkwood, Brentwood, Ferguson, Maplewood, Richmond Heights, Rock Hill, University City, Valley Park, or Webster Groves.