**Book Organization – Guidelines**

* Our main need is for New books, especially baby board books, ages 6 months – 5 years
* Separate New Books from Gently-Used Books
* File Boxes or Computer-paper-sized boxes are a good size to carry without being too heavy.
* Fill the box with the books standing on end so you can read the title. This allows for the box to be filled most efficiently.
* We cannot use Religious books or books for older teens or adults. Please consider donating these to the Ronald McDonald House or your local Thrift Shop.
* Some books may need wiping off. Please clean books that are sticky or dirty, being sure to allow books to dry before putting them in the box.
* We cannot accept old books, as they may contain mold spores or dust which can be a health issue for some children.

Please contact Emma Course, Reach Out and Read Program Coordinator with any questions.

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