# Donation of published material to the Royal College of Physicians library

The Royal College of Physicians (RCP) gratefully acknowledges the donation of the published items(s) described below and transferred by the Owner whose full details are given. If accepted, the item(s) will be catalogued in due course and added to the RCP library collections which can be accessed by members and fellows of the RCP and by the public.

|  |
| --- |
| **Item(s) details:**  Please provide title, author’s name, date and ISBN. |
| **The item(s) will be assessed for their suitability for the collection.**  Item(s) not suitable for adding to the collection will normally be disposed of. Please indicate below if you would prefer to collect any such items.   * I would prefer to collect items from the RCP library if not accepted into the collection |

**PTO**

**Personal details**

|  |  |
| --- | --- |
| **First Name:** | **Last Name:** |
| **First line of address and postcode:** | |
| **Telephone and /or email:** | |
| **I confirm that I am: (select appropriate)**   * The absolute owner of the item(s) * The executor of a will and the item(s) are a bequest. The donation of the item(s) to the RCP was the wish of the deceased and a copy of the relevant part of the will is enclosed | |

By signing the form you are agreeing to the following:

1. I am transferring ownership of the above listed item(s) to the RCP without conditions.
2. I understand that names of donors may appear as provenance information in the records of the publically-accessible library catalogue.
3. I acknowledge that the RCP reserves the right to dispose of any donated material at a later date, in accordance with the RCP collections development policy.
4. I have read the RCP library donations policy.

**Please print, sign and return this form:**

By email: library@rcplondon.ac.uk

By fax: +44 (0)20 7487 3729

By post: RCP Library, 11 St Andrews Place, London, NW1 4LE

Items cannot be accepted without a donor signature

**Signature of donor:**  **Date:**

**Signature of RCP library staff: Date:**