

ASURA BOOK SALES FUND RAISER



Are your bookshelves too full? Are you downsizing your office or your home and don't have space for all your books? Donate your used books to us, and we will work with our partner, the Friends of the Phoenix Public Library, to sell them or to donate them to teachers, librarians, and non-profits. We'll use proceeds of sales to support our programs. The ASU Foundation, a separate nonprofit organization that exists to support ASU, will provide you with a gift receipt for tax purposes.

You do not have to be an ASU retiree to donate – anyone can do it! All books are accepted except encyclopedias.

The proceeds from the book sales will be used for our ASURA scholarship that goes to an ASU student and for our Video History project. The Video History project captures interviews with retired and former employees of ASU who have a significant history with the university. If you want more information about these projects, please see our website, <http://asura.asu.edu>.

When your books are ready for donation:

- For books that are on an ASU campus, box them up and then ask Facilities Management to pick them up and deliver them to us. To accomplish this your department assistant can complete and submit a FACMAN service request on an on-line form. Facilities will schedule a pickup date with the office assistant. There may be a charge to the department. Advise the office assistant to provide your name and department to the FACMAN representative who picks up the books.
- Bring all other books to our office in the Community Services Building at 200 E Curry Road in Tempe. Be sure to call the office at 480-965-7668 to find out when our volunteers will be there. The books don't need to be in boxes – any way you can carry them is fine. An office volunteer will help you put them "loose" in collection bins for transfer to the Friends, and you can/should take your containers back home with you. Parking is readily available by the building. We have two dollies you can use. There are three ramps into the building, and an elevator to the 2nd floor.

If you are unable to deliver your books to our office, please contact Mary Stevens, 602-758-3750 or marystevens0@gmail.com, or contact our office at 480-965-7668, PO Box 873308, Tempe, AZ 85287-3308 (FAX 480-965-7807). Provide your *name*, *e-mail* address if you have one, *telephone number* and *the approximate number of books* you would like to donate. Mary or another ASURA volunteer will work with you to get the books transferred.

THANK YOU for your support!