

Library Placement Policy

July 2002

Urantia Foundation is fully committed to help seed libraries all over the world with copies of *The Urantia Book*. Over the past forty-seven years we have placed thousands of books in public libraries at no cost to readers. The requests for library books are growing at a rate that is no longer feasible for Urantia Foundation to financially and logistically support without your help. We strongly believe that the revelation should be widely available across the globe in all appropriate libraries. Toward that end this policy is being created to provide guidance to those individuals inspired to support the costs and place books into libraries.

Because the Urantia Foundation loses money as a result of this library placement policy, we ask that you agree to use these books only for library placement and not for personal or commercial purposes. We are selling these books to you on the honor system and trust that you will use them for library placement only. **The costs you pay for the library books you donate may be tax deductible under U.S. law.**

Top priorities in library placements are:

- a. College and university libraries
- b. Public libraries including schools
- c. Religious libraries (seminaries, churches, ashrams, synagogues, etc.)
- d. Hotel, youth hostel, cruise ship, and other libraries provided for travelers.
- e. Hospital libraries
- f. Highly trafficked private libraries.

How to obtain your books:

Please contact Urantia Foundation with your order using this policy sheet with your signed agreement.

1. Urantia Foundation will sell small English hard cover books for library placement in quantities of five books for \$50.00 and ten books for \$100.00.
2. The large English hard cover books will be sold at \$25.00 each in quantity of five for \$125.00. *The prices of the English books include shipping.*
3. The small Spanish hard cover books will be sold for \$10.00 in boxes of five for \$50.00 and boxes of ten for \$100.00. *All shipping within the United States is included in the price.**
4. Large French hard cover books will be charged at \$20.00 each in boxes of five for \$100 and will be shipped directly from the French office.*
5. Once you have placed your book in a library, please send us the following information for reference.
 - a. Name and address of the library.
 - b. Brief description of the library and contact person if relevant

Agreement:

I, (Please print.) _____, agree that the library books I am buying from Urantia Foundation will only be used in library placement and will not be sold or used for any other purpose. I further agree to fill out the form below and return it to Urantia Foundation with all information pertaining to the books I have placed.

Address: _____

City: _____ State: _____ Zip: _____

Telephone—Home: (_____) _____ Work: (_____) _____

Fax: (_____) _____ E-mail: _____

Signature

Date

**Additional shipping and handling charge for international orders. Please contact us for prices.*

*** Prices are subject to change without notice.*

Library Placement Information Sheet

This is your information sheet, which needs to be filled out as you place your five or ten library books. When all of your books are placed, please return this form to Urantia Foundation so that these can be entered into our database. When we receive this, you will be eligible for additional books. *(Note: We have the name and address of every library in the United States so if you need the addresses of libraries in your area, as a service we can provide these for you. We can also tell you if they already have a book in their collection.)*

Name of Library: _____	Name of Library: _____
Address: _____	Address: _____
_____	_____
Telephone: _____	Telephone: _____
Librarian: _____	Librarian: _____

Name of Library: _____	Name of Library: _____
Address: _____	Address: _____
_____	_____
Telephone: _____	Telephone: _____
Librarian: _____	Librarian: _____

Name of Library: _____	Name of Library: _____
Address: _____	Address: _____
_____	_____
Telephone: _____	Telephone: _____
Librarian: _____	Librarian: _____

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_____	_____
Telephone: _____	Telephone: _____
Librarian: _____	Librarian: _____

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Address: _____	Address: _____
_____	_____
Telephone: _____	Telephone: _____
Librarian: _____	Librarian: _____