

## Local Collection at the Capital Area District Libraries

The Capital Area District Libraries would like to support local authors and artists by giving them the opportunity to include their works in our Local collection. The Local collection features donated books, music and films from local authors and artists. If you're interested in having your work(s) added to the Local collection, please read the submission guidelines.

### Submission Guidelines:

- At least one copy of the work must be donated to the Capital Area District Libraries. Two copies are preferred—one for check-out, and one for the Local History collection.
- CADL accepts physical copies (books, CDs or DVDs). Works available only in digital format may be considered by the Local History Specialist for the Local History digital collection.
- Donated materials become the property of CADL and are subject to CADL's Materials Selection Policy.
- Donated materials that have low circulation may be withdrawn from the Local collection or transferred to the Local History collection after one year.
- To submit your work(s), please fill out the form below and submit it along with a copy of your book, CD or DVD to any CADL branch.

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Title: \_\_\_\_\_

Author/Artist/Director: \_\_\_\_\_

Brief Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Format:  Book       CD       DVD       Digital

Price: \_\_\_\_\_

Place of Publication/Production: \_\_\_\_\_

Publisher: \_\_\_\_\_

Date Published: \_\_\_\_\_

Length (for CDs and DVDs): \_\_\_\_\_

Number of copies donated: \_\_\_\_\_

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Staff Use Only

CADL Branch: \_\_\_\_\_