

**Redwood City Public Library  
Gift Recognition Opportunities  
for the Opening Day Collection of  
the Redwood Shores Public Library**

***Gift Recognition Opportunities Policy:***

This policy refers to individuals, corporations, families, and charitable foundations that contribute to the Opening Day Collection of the Redwood Shores Library. Gift recognition opportunities provide meaningful recognition in the Redwood Shores Library for significant gifts ranging from \$1,000 to \$750,000.

Donors will be listed on a permanent Donor Wall located in the lobby of the library and designed by the library's architects. Contributors will be acknowledged, if they so choose, with a listing of their names in distinct sections on the Donor Wall in the following categories:

Gifts of \$100,000 or more

Gifts of \$50,000 or more

Gifts of \$25,000 or more

Gifts of \$10,000 or more

Gifts of \$5,000 or more

Gifts of \$1,000 or more

Actual dollar amounts will not be listed on the Donor Wall, but displayed by names representing giving levels.

The library will refer to donors by the name of their choosing in all printed and electronic materials.

As the plans for the library's collection are further developed and refined, this listing of gift recognition opportunities may change, subject to approval of the Library Board of Trustees. All final decisions on donor recognition rest with the Library Board of Trustees. The Board has the right to decline any gift to the library.

*Library Board of Trustees  
Redwood City Public Library  
Adopted: August 10, 2004  
Last Reviewed: June 11, 2007*