



## **Memorial & Tribute Gifts Frequently Asked Questions**

Thank you for your interest in making a gift to The Indianapolis Public Library Foundation in memory or in honor of someone special.

### **Can friends and family donate to The Indianapolis Public Library Foundation in memory or in honor of someone?**

Yes. Memorial and tribute gifts can be made online with a credit card or by sending cash or a check, with the name of person you are recognizing printed in the memo line, payable to "IndyPL Foundation." Mail checks or cash to:

The Indianapolis Public Library Foundation  
Post Office Box 6134  
Indianapolis, IN 46206.

### **Do you have a permanent way to honor someone's memory?**

Yes. Gifts totaling more than \$500 are eligible for a custom ceramic book tile shaped like the spine of a book that can be installed at a Library branch. If you are interested in a book tile, you can fill out [this form](#) or contact the Foundation at 317-275-4700 or [foundation@indyplfoundation.org](mailto:foundation@indyplfoundation.org) if you have questions.

### **I want to honor or remember someone who always went to the same branch. Can my gift go to a specific branch?**

Yes. On the online gift form question "Please apply this gift to" select the correct branch from the dropdown menu. If you mail cash or a check, please include a note designating a specific branch.

### **My loved one always appreciated the Library's programs. Can a memorial or tribute gift be designated to a program?**

Yes. On the online gift form question "Please apply this gift to" select the fund that matches the honoree's interests. If you mail cash or a check, please include a note designating a specific fund.

### **Can the Library buy a book or other material with a gift I make in memory or honor of someone?**

Yes. For every \$25 given in memory of someone, the Library will place a bookplate with the name of your loved one or honoree inside the material purchased. To direct your gift in this way, select "Collections/Technology Fund" on the online form or write "Collection" on your check or form. Due to capacity,



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the Library cannot guarantee purchase of or bookplate placement in specific titles or subjects.

### **Can a memorial book be permanently placed at my loved one's favorite branch?**

No. To allow the greatest number of patrons access to Library materials, memorial books are part of a "floating collection," so they can be requested by any person at any Library location.

### **My family and friends would like to combine our resources to make one larger gift in recognition for a loved one. Can we do that?**

Yes, gifts from multiple people may be combined to purchase a book title or other recognition opportunity. Please contact the Foundation at 317-275-4700 or [foundation@indyplfoundation.org](mailto:foundation@indyplfoundation.org).

### **How can I thank those who make gifts in my loved one's memory?**

Please inform the Library Foundation that you are directing others to make gifts in honor of your loved one and provide us contact information for yourself ([foundation@indyplfoundation.org](mailto:foundation@indyplfoundation.org) or 317-275-4700). We will send you a list of the names and addresses of those who give in your loved one's memory. The amount of each memorial gift is kept confidential by the Library Foundation.

### **I still have questions. Who should I contact?**

Please contact the Indianapolis Public Library Foundation at 317-275-4700 or [foundation@indyplfoundation.org](mailto:foundation@indyplfoundation.org). Any of the staff will be happy to speak with you to determine what option best aligns with how you want to honor or memorialize someone special to you.