

Pharmabridge

Guidance for Book and Journal Donations

The following is a guidance for book and journal donations for Pharmabridge project:

Books

1. The book must be in good condition.
2. The book should preferably be current, or immediately past edition when books come out annually or at relatively short intervals.
3. Potential recipients should first be contacted with a description of the book and asked whether it would be useful in their context.
4. Book donations should be accompanied with an acknowledgment form (see attached).

Journals

The potential recipient should first be sent a sample copy so that he/she can assess its relevance to his/her context. Journals may also be sent in batches e.g. 3 to 4 times per year to diminish mailing costs.

Parcels should be marked with the following text in order to facilitate customs transit:

Book donation for educational purposes

Pharmabridge Book Donation Acknowledgement Form

The book donation that you are receiving has been arranged for under the Pharmabridge project. In order to confirm that you have received the parcel, and also to keep up the generosity of donors, it is important that you acknowledge receipt without delay in the form of a special thank you letter, and/or by returning the form reproduced herewith duly filled in:

Pharmabridge Acknowledgement of Book Donation:

To be addressed to donor:

Name
Address
Tel.
Fax
E-mail

Party having received the book(s)

/institution/enterprise

Name
Address
Tel.
Fax
E-mail

acknowledge with thanks the receipt of the following book donation arranged for under the Pharmabridge project:

Title of book(s), journal(s):

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.....

Comments:

Date:.....

Signature:.....

Please also send copy of acknowledgement to:

Pharmabridge
Agathe Wehrli
35 rue de la Prulay
CH-1217 Meyrin, Switzerland

Tel: +41-22-782.91.66
Fax: +41-22-782.91.77
E-mail: wehrlia@bluewin.ch