

Request for Children’s Books

Please fill out the information below to submit your request for **FREE** books from the Kiwanis Club No.1 Detroit **“books for kids”** project.

Has your program received books from “books for kids” in the past? ____ Yes ____ No
(If Yes, you must submit you follow-up form found on www.kiwanis1.org to Eric Sabree before approval will be sent.)
To be able to serve all agencies, we request that you receive books not more that once every 6 months.

Are you a non-profit? _____ No _____ Yes Federal Tax ID# _____

Agency name and address: _____

Program name (if different from agency) _____

Contact name: _____

Phone: _____ Fax: _____ email: _____

Which of these best describes your program? ____After school tutoring ____Head Start/preschool
____Public school ____Charter/Private school _____ Social services

Other (briefly describe) _____

Number of children in program _____ Age range of children in program _____

Number of books requested _____

Briefly describe your program and how the books will be given to the children: [Use additional space or second sheet if required] _____

Describe how the books will be used for reading instruction or to promote literacy for the children:

Signature of Director/Supervisor: _____

Please email (preferred) or fax your request to “books for kids”, Attn: Eric Sabree Email: esabree@co.wayne.mi.us
Fax: **313-224-0939** Please allow 2 weeks for us to review your request.

Once you have been notified that your request has been approved, you may pick up the books at the “books for kids” warehouse; 45 E. Milwaukee, Detroit (on Milwaukee between Woodward and John R.) The warehouse is open on the first and third Monday of each month between **3PM and 6PM (arrive no later than 5:30 PM for entry)**. You **MUST** bring your approved form with you in order to receive books. Please note that our inventory is limited and varies depending on contributions from publishers and others supporting our program. Our policy is to provide a 50%/50% mix of used/new books. You may call 313-972-1400, ext. 200 for further information about the program as well as a general idea about what we currently have in stock.

Number of books received _____ **Date** _____

Signature (person receiving books): _____