

# How to Donate to the American Haiku Archives

## **Step 1: Search the California State Library online catalog.**

Because the American Haiku Archives may already have specific books that you are interested in donating, please search the online catalog to see if the collection already includes them. If in doubt, please send the material anyway, or consult with an advisory board member or the California State Library staff. To search the online catalog, go to the California State Library web site located at: <http://www.library.ca.gov/> and go to the "search for books" link or go directly to the online catalog at: <http://catalog.library.ca.gov/>

( ) I have determined that these materials are not currently in the American Haiku Archives.

## **Step 2: Compile a list of materials being donated.**

Your donation list should include each book by title, but groups of items such as magazine issues, letters, or other materials may be listed as a set. You may attach a separate sheet of listed items as needed, or enter your list into this form. You will want to keep a record of this list for your own estimated value of the donation, but do not expect the curator or California State Library staff to appraise or acknowledge your donation.

Books, periodicals and chapbooks:

Correspondence:

Notebooks, poetry and drafts:

Other:

## **Step 3: Complete this form and send it along with the donated haiku materials to:**

Special Collections  
California State Library  
American Haiku Archives  
P.O. Box 942837  
Sacramento, CA 94237-0001

## **Step 4: Provide contact information so we can acknowledge your donation:**

Name:

Address:

Phone:

Email:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The American Haiku Archives is a repository dedicated to preserving the history of the American haiku. Thank you for your contributions! Direct questions to the [AHA Advisory Board](#).