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## LIBRARY OF CONGRESS COLLECTIONS POLICY STATEMENTS SUPPLEMENTARY GUIDELINES

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### Non-library Materials

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#### I. Scope

This Supplementary Guideline covers materials outside of the formats actively collected by the Library.

#### II. Collecting Policy

The Library of Congress does not ordinarily acquire or accept for its collections objects or materials which more properly belong to museum collections, such as paintings, sculptures or other three-dimensional works of art; nor will it generally accept furniture or furnishings, costumes, medals, coins, stamps, badges, emblems, decorations, personal effects, or any other objects or materials, generally out of scope for the Library's collections. Materials such as these will not, in most cases, be accepted by the Library, even when they are offered in connection with gifts or bequests having belonged to or been associated with particular individuals or institutions.

In exceptional cases, recommendations that the Library accept for its collections objects of non-library character must be supported by written justifications relating the compelling circumstances involved and offering plans for their custody in the Library. Such recommendations must be approved in writing by the Chief of the division that would have custodial responsibility for the objects in question, and by the Associate Librarian for Library Services, or the Law Librarian, as appropriate.

Non-library materials which may be received as unsolicited gifts, or which may accompany collections of materials acquired for the Library's collections, will be transferred to an appropriate repository, returned to the source or disposed of by the Acquisitions and Bibliographic Access Directorate.

See the Music Collections Policy Statement for the Library's policy on the collecting of musical instruments.

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