



Donations of Books Procedure

(Requesting Donations)

Background:

WFOT periodically receives requests from people and organisations who wish to receive donated educational material (e.g. Occupational Therapy textbooks and/or professional journals) from interested WFOT member organisations, educational programmes, or other parties approved by WFOT.

Guidelines:

1. Emails requesting materials for donation should be sent to the WFOT Secretariat (admin@wfot.org.au), and should include:
 - Brief description and date (if known) of publication of materials requested.
 - Approximate number of items requested.
 - Town/city/country of person requesting the donation.
 - Email and/or telephone number (including country code) of person requesting donation.
2. The WFOT Secretariat will email this information to the WFOT Delegates from all member countries.
3. All subsequent arrangements will be made directly between the person requesting the donation and the potential donor.
4. The cost of shipping and handling will be negotiated between the person requesting the donation and the potential donor. WFOT is not able to cover these costs.