

**Please read the following carefully and sign your agreement below.**

A full list of terms and conditions is available at [support.bl.uk](https://support.bl.uk).

- 1 Seat and desk sponsorship is for a period of 10 years from when your dedicated plaque is installed, after which the plaque may be removed. Adopt a Book sponsorship is for the lifetime of the conservation box
- 2 Sponsored seats and desks are not fixed in their location within a Reading Room and may be moved.
- 3 Plaques will display a maximum of four lines of engraved lettering. Wording is to be agreed with the British Library before being installed.
- 4 Adopt a Book is subject to availability. If your preferred book is not available, we will work with you and our curators to find a suitable alternative.
- 5 Naming a seat or desk or adopting a book does not allow you to reserve preferred access to this space or item.
- 6 After making your gift, we will arrange a special visit to see your sponsored desk or seat in situ. Thereafter, you must have a valid Reader Pass or be accompanied by a member of the Development team to enter a Reading Room.

By signing this agreement you are agreeing to our terms and conditions.

Signed \_\_\_\_\_

Print name \_\_\_\_\_

Date \_\_\_\_\_

**Gift Aid**

I want to Gift Aid my donation and any donations I make in the future or have made in the past 4 years, to the British Library. I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax in the current tax year than the amount of Gift Aid claimed on all my donations it is my responsibility to pay any difference.

Please notify the British Library if you want to cancel this declaration, change your name or home address or if you no longer pay sufficient tax on your income and/or capital gains. If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code.

**Data protection**

As part of our service to you, we will hold your contact details on our database for administration purposes.

All of the information you provide will be kept in accordance with your right to personal privacy, and we will not share your information with third parties for marketing purposes.

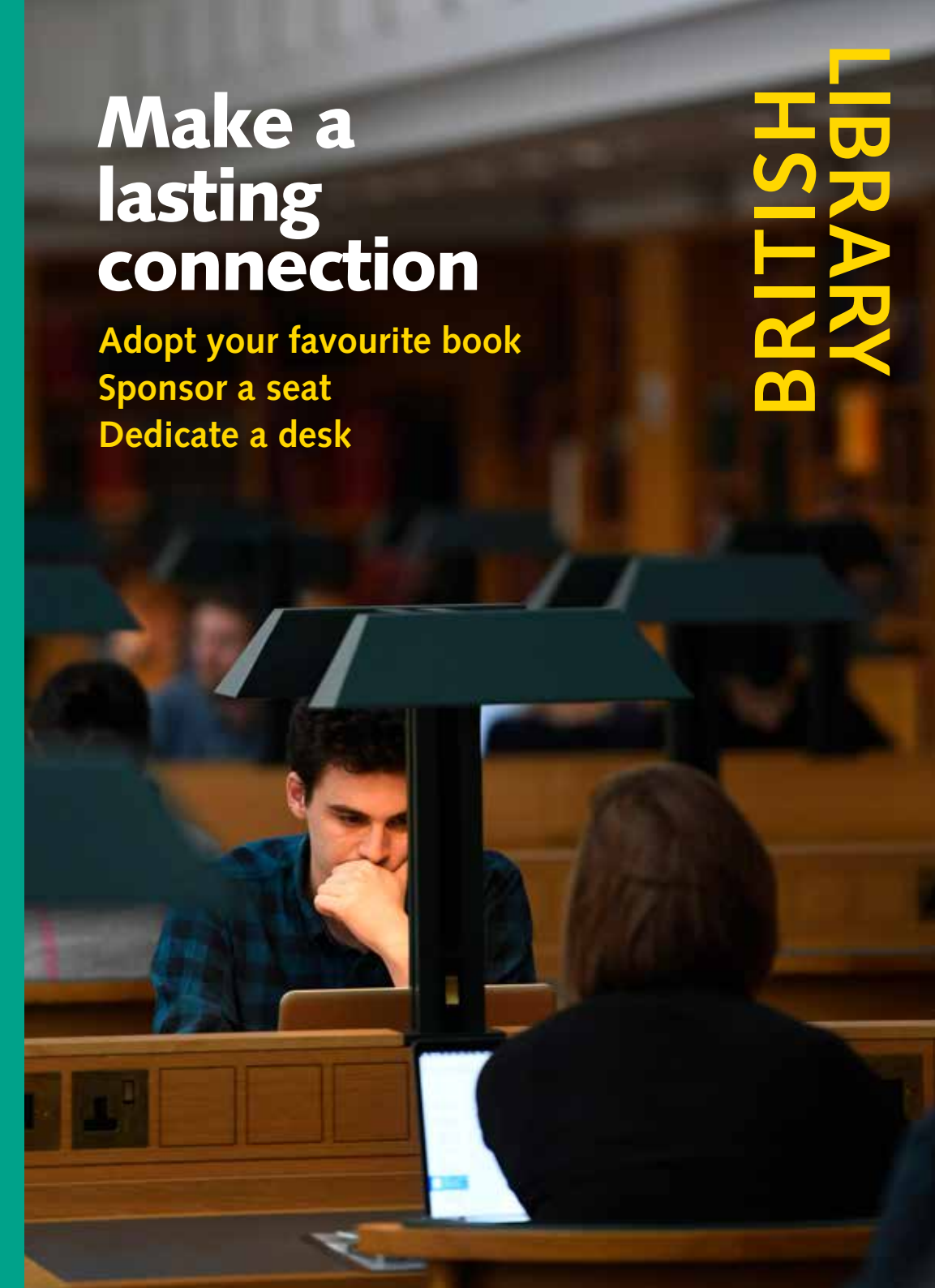
Full terms and conditions can be found on our [website bl.uk/privacy](https://www.bl.uk/privacy)



# Make a lasting connection

Adopt your favourite book  
Sponsor a seat  
Dedicate a desk

If you have any questions or would like more information please contact [supporters@bl.uk](mailto:supporters@bl.uk) or call +44 (0) 20 7412 7154 [support.bl.uk](https://support.bl.uk)



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