



## Frequently Asked Questions to Global Medical Libraries (GML)

### **Q: What are the GML guidelines of accepted books?**

GML accepts dental, nursing, medical and public health educational resources. As long as the book contains current information and/or fundamental information which is valid today and/or visuals (no matter the publication date), it will certainly be a wonderful educational resource for GML recipients.

### **Q: Does GML accept medical publications and/or journals?**

Medical publications, including journals, must be published in the last 12 months. Please do not send those published more than one year ago. Not all GML recipients request this type of educational resource because they are text heavy. Please email Valerie at [info@globalmedicallibraries.org](mailto:info@globalmedicallibraries.org) to find out which recipients want them.

### **Q: Does GML accept educational CDs and DVDs?**

Please email Valerie at [info@globalmedicallibraries.org](mailto:info@globalmedicallibraries.org) to find out which of the current GML recipients are able to use educational CDs and DVDs.

### **Q: Does GML accept medical dictionaries, atlases, and visual aids, such as charts and flash cards?**

Yes. All of the GML recipients will benefit from these educational materials.

### **Q: Does GML accept veterinary medicine textbooks?**

Please email Valerie at [info@globalmedicallibraries.org](mailto:info@globalmedicallibraries.org) to find out which of the current GML recipients are able to use educational CDs and DVDs.

### **Q: How do I know who are the current GML recipients?**

Click on the *How and Where to Send the Books* button which is the third button below the Voice of America broadcast (YouTube video) on this website.

### **Q: Where do I find the mailing address for current GML recipients?**

Click on the *How and Where to Send the Books* button which is the third button below the Voice of America broadcast (YouTube video) on this website. The donor decides which academic institution(s) to send the books.

### **Q: How often is the GML Recipients list updated?**

The GML Recipients list available on the website is current. It's worth noting that the GML Recipients list does change, so it is recommended that donors check the website for the current list, instead of working off a list which is a couple weeks old.

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**Q: Are there special shipping instructions?**

Yes. Download the Shipping & USPS Customs Form Declaration & Dispatch Note Instructions found by clicking the *Shipping and Customs Form Instruction* button, which is the fourth button below the Voice of America broadcast (YouTube video) on this website.

**Q: Who pays the shipping costs?**

The donor absorbs the cost of shipping their educational resources, which are sent to the US Embassy in the host country via the USPS Media Mail rate, which is an economical rate because it is domestic rate. See Shipping & USPS Customs Form Declaration & Dispatch Note Instructions for complete details.

**Q: Are there GML drop-off locations?**

There are no drop-off locations.

**Q: I live in the Washington, DC area. Can I drop off my books at the US Embassy address?**

The US Embassy address used for GML shipments is a Diplomatic Pouch address. It is NOT a physical location. Therefore, the books cannot be dropped off at the address.

**Q: Why does each box require a US Custom form?**

GML donors send their donated educational materials to one of the following: Army Post Offices, Fleet Post Offices, Diplomatic Post Offices, and U.S. Possessions, Territories, and Freely Associated States. As such, shipments will use PS Forms 2976, 2976-A, and 2976-B.

**Q: Will I be notified when my books arrive at their final destination?**

The point of contact at the US Embassy in the host country is generally good about letting GML know when a shipment arrives and who the donor is, along with their contact information, which is taken from the completed customs enclosed in each box. If so, you will receive an email from Valerie at [info@globalmedicallibraries.org](mailto:info@globalmedicallibraries.org)

**Q: Is GML a 501 c 3?**

GML is a grass-root project based in Southern California and volunteer run since 2007. It is not a federally recognized charity. It does not provide book donors with an in-kind tax-deductible receipt. It does not take cash donations.

**Q: I'm interested in organizing a GML drive at my academic institution.**

Awesome! Email Valerie at [info@globalmedicallibraries.org](mailto:info@globalmedicallibraries.org)

**Q: Who do I contact if I want more information?**

Valerie Walker, Founder, at [info@globalmedicallibraries.org](mailto:info@globalmedicallibraries.org)