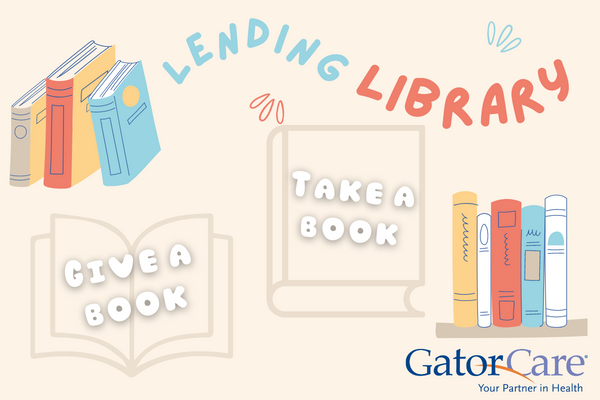
|  |  |
| --- | --- |
| |  | | --- | | **New to You!** | |

****

**Take a Book, Give a Book**  
  
Introducing **[department’s name]**’s first lending library! Found [**describe the location of the library**], the lending library will house a variety of books from your own colleagues. Be sure to stop by and take a book of your choosing and replace it with a book that you would like your coworkers to read.

**[Add pictures of your lending library and the location if desired]**

|  |
| --- |
|  |
| |  |  | | --- | --- | | |  | | --- | | **Check it out! Stop by on your way out, or into work.** | | |
| |  | | --- | |  |  |  | | --- | |  | |