

[LIBRARY LETTERHEAD]

REQUEST FOR RECONSIDERATION OF LIBRARY MATERIALS

Title:

Author:

Publisher:

Type of material (format):

1. Have you examined the material in its entirety? YES NO

2. What did you find objectionable? Be specific; include page number(s), if applicable.

3. What harm do you feel will result from its use?

4. Did you find anything valuable in this material?

5. What do you think is the author's purpose?

6. Do you know of any material that would better suit this purpose?

7. Would this material be better suited for a different age level?

8. What action do you feel should be taken on this material?

9. Will you be willing to discuss this material with the Director and the Board of Trustees?

Your Name:

Date:

Address:

Phone:

Do you represent an organization?

Name of organization:

Information regarding the procedure for completing and submitting a Request for Reconsideration of Library Materials can be found in the [LIBRARY NAME]'s Collection Development Policy.

Questions or concerns should be forwarded to the Director.

ADOPTED by the [LIBRARY NAME] Board of Trustees __/__/2020