



REQUEST FOR RECONSIDERATION: MATERIALS

Please describe the item in question as fully as possible. You may attach extra pages if necessary.

Title: _____

Author (if appropriate): _____

Format (check one): ☐ Book ☐ Book on CD ☐ DVD ☐ Other (specify): _____

Publisher & Copyright Date: _____

Please answer the following questions:

What is the subject of the item? _____

Have you read, listened to, or viewed the item in its entirety? **Yes** **No**

Do you have any additional information, including reviews, articles, etc.? (Please cite source, date, and page.) Please attach any applicable information.

Please state the action you wish taken on this item:

☐ Add to the Library ☐ Shelf elsewhere ☐ Remove from the Library ☐ Other (specify): _____

What are your reasons for this request? _____

Please explain how such an action would improve the Library's service to the community:

What are the positive points of this material?

Do you feel the material is objectionable to all patrons, or some patrons?

If you wish for the material to be withdrawn from the Library entirely, what material of equal literary merit would you recommend in its place?

Name: _____

Address: _____

Home Telephone: _____ Work Telephone: _____

Signature

Date

(Optional) I am acting as a spokesperson for the following group or association:

Contact Person: _____

Telephone Number: _____