

## Sample Public Library Request for Reconsideration of Material Form

The trustees of Mainstream Public Library have established a materials selection policy and a procedure for gathering input about particular items. Completion of this form is the first step in that procedure. If you wish to request reconsideration of a resource, please return the completed form to the library director.

Scappoose Public Library 52469 SE Second Street Scappoose, Oregon 97056

Date \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State/Zip \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Do you represent self?  Or an organization?  Name of Organization \_\_\_\_\_

1. Resource on which you are commenting:

Book (e-book)

Magazine

Digital Resource

Newspaper

Movie

Audio Recording

Game

Other

Title \_\_\_\_\_

Author/Producer \_\_\_\_\_

2. What brought this resource to your attention?

\_\_\_\_\_  
\_\_\_\_\_

3. Have you examined the entire resource? If not, what sections did you review?

\_\_\_\_\_  
\_\_\_\_\_

4. What concerns you about the resource?

\_\_\_\_\_  
\_\_\_\_\_

5. Are there resource(s) you suggest to provide additional information and/or other viewpoints on this topic?

\_\_\_\_\_  
\_\_\_\_\_

6. What action are you requesting the committee consider?

\_\_\_\_\_  
\_\_\_\_\_