

REQUEST FOR RECONSIDERATION OF LIBRARY RESOURCES

Date: _____

Material in Question:

- | | | |
|---|--|---|
| <input type="checkbox"/> Book | <input type="checkbox"/> Electronic resource
(database or web link) | <input type="checkbox"/> Communication,
flyer, online post |
| <input type="checkbox"/> Magazine/
Newspaper | <input type="checkbox"/> E-book or
downloadable
audiobook | <input type="checkbox"/> Signage |
| <input type="checkbox"/> Graphic Novel/
Comics | <input type="checkbox"/> Library display | <input type="checkbox"/> Other |
| <input type="checkbox"/> DVD | | |
| <input type="checkbox"/> CD Book | | |

If applicable:

Author _____

Title _____

Publisher/Year, if known _____

Request initiated by _____

Address _____

Telephone Number _____

Is this request made on behalf of an organization? Yes No

Name of organization _____

Do you have a library card? Yes No

Card Number _____

Have you read or seen this material in its entirety? Yes No

If not, what parts?

Please state the reason for your request. (Be specific and use additional pages as necessary.)

Have you read reviews of this material? Please summarize the opinion and list the source.

Have you read the Hancock County Library System Collection Development Policy?

Yes No

What do you think is the main idea or subject of this material? For what age group would you recommend this material?

If requesting removal or replacement of this material, do you have a suggestion for items of equal or higher quality that convey a valuable perspective on the subject?

Signature of Complainant _____

Received by Staff Member: _____ Date _____

Received by Executive Director: _____ Date _____

The Library appreciated your interest in the quality and diversity of our collection. Your comments will be considered by the library staff, and you will be contacted regarding your request.