

Appendix K: Patron Request for Reconsideration Form

Please use this form to request the reconsideration of library materials. All forms will be reviewed by the Head Librarian. All forms must be filled out in their entirety and signed by the patron requesting to be accepted.

Please note that the freedom to read, along with the freedom to hear and to view, is protected by the First Amendment to the U. S. Constitution and shall not be restricted or abridged based on the content or viewpoint expressed in the materials in the library collection.

Part 1: Your Information

Name: _____

Address: _____

City: _____

State: _____

Zip: _____

Phone number: _____

Email: _____

Part 2: The Material Requested to be Reconsidered

Type of material being addressed (book, video, audio, magazine, other): _____

Title: _____

Author: _____

Original year of publication: _____

How did you learn about this material: _____

Did you read/listen/view the material in full?: _____

Part 3: Understanding the Material Being Reconsidered

To what in the work do you object? Please be specific, cite pages and passages:

What of value is there in the work?

What do you feel might be the result of reading/ viewing/listening to this work?

For what age group do you recommend this book? _____

Are you aware of the judgement of this work by critics? _____

What do you think the theme or purpose of this book is?

What would you prefer the library do about this work?

What work would you suggest be added to counterbalance the viewpoint expressed in this work?

Why do you believe your opinion on the work in question should restrict others from accessing it?

Part 4: Signatures

Patron Requesting

Reviewed by:

Signature

Signature – Head Librarian

Date

Date
