

Appendix: Request for Reconsideration of Library Materials

Please describe the item in question as fully as you are able:

Title: _____

Author(s): _____

Format (book, recording, etc.): _____

Call number or location in library: _____

How was it brought to your attention?

Please state the action you wish taken on this item:

Shelf it elsewhere

Remove from the library Other (specify):

Why?

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

Have you (read, viewed, listened) to the entire work?

If not, then which parts?

Name: _____

Address: _____

Telephone: _____ E-mail: _____

Signature: _____ Date: _____

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