

REQUEST FOR RECONSIDERATION OF LIBRARY MATERIALS

The Trustees of the Cumberland 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. Requests will be reviewed at the next possible Trustee meeting. The Board of Trustees meets every fourth Monday of the month.

Date: _____

Name: _____

Address _____

City _____ State/Zip _____

Phone _____ Email _____

Do you represent yourself or an organization?

_____ Self _____ Name of Organization

ITEM FOR RECONSIDERATION

Title _____

Author/Producer _____

Format: ___ Book (e-book) ___ Movie ___ Magazine ___ Audio Recording ___ Game
___ Digital Resource ___ Newspaper ___ Other

Which library department owns this item? ___ Children's ___ Young Adult ___ Adult

1. What brought this resource to your attention?

2. Have you checked the reviews of this work? (Review sources include Library Journal, Publisher's Weekly, Kirkus, and many others)

3. In order for an item to be reconsidered for exclusion, all requests must include citations of questionable content within the item. Items that have not been fully viewed/listened to/read will not be considered for exclusion. Feel free to add a separate sheet with this request form providing this information.

4. Why do you feel this work should be excluded from the collection? (Please note that you are asking for this work to be removed for ALL members of the community not just yourself or your family members.)

5. What would you like the library to do about this item?

- a. Send it back to the staff for official re-evaluation and possible move to a different department within the library
- b. Remove it from the collection
- c. Do not lend it to my child

6. Do you have a suggestion for a similar work to include in the collection that better meets your needs?

7. Other Comments:

Signature: _____