Anonymous requests for reconsideration of library material will not be considered. The “Request for Reconsideration of Library Materials” is a public record.

The library’s Collection Development policy can be distributed with this form or viewed online at https://www.crooklib.org/library/page/library-mission-and-policies.

Material Title: ________________________________________________________________

Author/Creator: ______________________________________________________________

Type:  □ Print book  □ Movie  □ Audio  □ Magazine/newspaper  □ Digital resource  □ Other

Patron name: _________________________________________________________________

Address _____________________________________________________________________

City___________________________________________ State ______ Zip ________

Phone ___________________ Email: _____________________________________________

Please answer the following to the best of your ability.

1. Did you read/review this material in its entirety? If not, what portions did you examine?

2. To what specifically in this material do you object?

3. How do you believe this item’s presence in the collection violates the library’s Collection Development Policy?
4. What action would you like taken regarding this item?

☐ Return it to staff for re-evaluation
☐ Other: ________________________________

5. What item(s) would you recommend the library add to the collection that would meet your needs?

The Library Director or designee will respond to this request with either notification of progress or final decision made within thirty days of receiving this form.

__________________________________________  ____________________________
Patron Signature                          Date

__________________________________________  ____________________________
Staff Member Receiving this Form              Date