**Canajoharie Library**

**Request for Reconsideration of Materials Form**

Please return completed form to the Library Director. Upon receipt of request, a complete re-evaluation will be made. If the re-evaluation substantiates the original decision to include the title, it will remain in the collection. If the criticism is considered valid, the title will be removed from the collection and discarded. The final decision rests with the Director, who shall send a letter of explanation to the person concerned.

Do you represent self? \_\_\_\_ Or an organization? \_\_\_\_ Name of Organization\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NAME \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ADDRESS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CITY \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ STATE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ZIP \_\_\_\_\_\_\_\_\_\_\_

PHONE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Resource on which you are commenting:

 \_\_\_ Book (e-book)

\_\_\_ Movie

 \_\_\_ Magazine

 \_\_\_ Audio Recording

 \_\_\_ Digital Resource

 \_\_\_ Game

\_\_\_ Newspaper

 \_\_\_ Other

2. What brought this resource to your attention?

3. Have you examined the entire resource? If not, what sections did you review?

4. Have you read the Canajoharie Library’s Collection Policies?

 5. What concerns you about the resource?

6. Are there resource(s) you suggest to provide additional information and/or other viewpoints on this topic?

7. What action are you requesting the Library consider?

SIGNATURE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_