

**REQUEST FOR RECONSIDERATION OF LIBRARY MATERIALS**  
**WABASSO PUBLIC LIBRARY**

By completing this form, you are asking that the Wabasso Library reconsider or remove a particular book or other item in the library's collection. You will receive a response from the Director with 10 days of receipt of your request, and a notification of the Director's decision within 35 days. During this time, the Director will appoint an ad hoc committee to review your request. The committee will read/view the material, and will prepare a recommendation about the item which will inform the Director's decision. The committee may contact you to discuss the item. The Library does not reconsider materials belonging to other libraries. See the Library's **Reconsideration of Library Materials Policy** for more details.

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street or PO Box) (City) (Zip code)

Email Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**The item you wish to be reconsidered:**

Title: \_\_\_\_\_

Author(s): \_\_\_\_\_

Publisher: \_\_\_\_\_ Date Published: \_\_\_\_\_

*Please answer the questions on the attached sheet to complete this form.*

**Answer the following questions about the item that you want to be reconsidered or removed from the library:**

1. Does the item in question actually belong to the Wabasso Public Library? \_\_\_\_\_
  
2. Was the item in question borrowed from the Wabasso Public Library? \_\_\_\_\_
  
3. Was the person who read/viewed the item:
  - O An Adult
  - O A Young Adult (Middle school or High school)
  - O A Juvenile (Elementary)
  - O A Preschooler
  
4. Was the reader/viewer of the material also the borrower? \_\_\_\_\_
  
5. Did you read, listen to, or view the entire item? \_\_\_\_\_
  - a. If not, then how much of, or, what portion did you read, listen to, or view?  
\_\_\_\_\_
  
6. What is it about the item that you object to? (Please be specific)  
\_\_\_\_\_  
\_\_\_\_\_
  
7. Do you want this item removed from the Wabasso Library's collection? \_\_\_\_\_
  - a. If not, what other action do you suggest the Wabasso Library take in regard to this material?  
\_\_\_\_\_  
\_\_\_\_\_
  
8. If you have any additional comments on the item, please write them down on the backside of this page. If you have information on the item you would like to share (reviews, articles, etc.), please cite them or append them to your request (when citing, be sure to include author name, title, publisher, dates, page numbers, etc.).