

Appendix B
WORCESTER PUBLIC LIBRARY

REQUEST FOR RECONSIDERATION OF LIBRARY MATERIAL

Forms must be completely filled out; anonymous complaints will not be considered. Requests will only be accepted from Worcester residents with active library cards. The same work will not be reconsidered within a four year period; the requester will be notified if this applies. Library Administration will review and respond to the borrower initiating the request. The item will be reviewed within the context of the collection policy, literary reviews, ALA and other governing bodies' guidelines, and reasonable person standards. If the borrower disagrees with the decision, they may choose to appeal the decision to the Executive Director. This completed form will appear in the Worcester Public Library's Board of Directors report which is a public document. Use back of form as needed.

Name: _____ Library Card Number: _____
Address: _____ Phone: _____
E-Mail _____
Do you represent self? ____ Organization? _____
Signature: _____ Date: _____

1. Title, author and format of material to be reconsidered:

2. What brought this resource to your attention? _____

3. Have you examined the entire resource? Yes: _____ No: _____ If not, what sections did you review? _____

4. Is there anything positive about the material as a whole? (Be specific; cite page numbers or other particular references) _____

5. What concerns you about the resource, and how do you expect it to affect the users of the Library? (Be specific; cite page numbers or other particular references) _____

6. Have you consulted an evaluation of this work by experienced critics? No: _____ Yes: _____
If "Yes", please cite: _____

7. What are your specific recommendations to the Library regarding this work?

8. If you are suggesting removal of the item, what work of equal value do you recommend for replacement? _____

Received By: _____ Branch: _____