



## Citizen's Request for Reconsideration of Library Material

**Subject:** Complaint Forms

**Code:** 3-309a

**Section:** Service Policies

Author of book in question: \_\_\_\_\_

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

\_\_\_\_ Hardcover

\_\_\_\_ Paperback

\_\_\_\_ Other

Publisher: \_\_\_\_\_

Request initiated by: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Complainant represents:

\_\_\_\_ Self

\_\_\_\_ Other

\_\_\_\_\_ Name of Organization

*[If objection is to material other than a book, change the wording of the following questions so that they apply.]*

1. To what in the book do you object?

\_\_\_\_\_

2. For what age group would you recommend this book?

\_\_\_\_\_

3. Is there anything good about the book?

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4. Did you read the entire book? If not, list what parts below.

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5. Are you aware of the judgment of this book by literary critics?

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6. What do you believe is the theme of this book?

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7. What do you feel might be the result of reading or viewing it?

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8. What action do you recommend be taken regarding the use of this material?

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9. Other Comments:

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10. Complainant signature and date:

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11. Received by signature and date:

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12. Supervisor or Branch Manager signature and date:

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13. Administrative Librarian signature and date:

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