

REQUEST FOR RECONSIDERATION OF LIBRARY MATERIALS

The board of the Winter Haven Public Library has established a collections development policy and a procedure for gathering input about particular items. Completion of this form is the first step in that procedure. If you wish to request reconsideration of a resource, please return the completed form to the Library Director. The Library Director and Board will consider your comments and respond in writing as soon as possible.

Your Name: _____

Today's Date: _____ Phone Number: _____

Email Address: _____

Complete Mailing Address: _____

Do you represent an organization? If so, please provide organization name:

Resource on which you are commenting:

Title: _____

Author: _____

Call Number: _____ Publication Year: _____

What brought this item to your attention?

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

What concerns you about the item? Please be specific and list page numbers or sections when applicable.

What work would you suggest as an alternative or complement to this item?

What actions are you requesting the Library Director and Board consider?