

Request for Reconsideration of Library Materials

The Laingsburg Public Library Board and staff support the freedom to read and the right of individuals to access a broad range of ideas. If you would like the Library to reconsider an item in the collection, please complete this form in full and return it to the Library Director.

1. Your Information

Name: _____

Address: _____

City/State/Zip: _____

Phone: _____

Email: _____

2. Material You Are Concerned About

Title: _____

Author: _____

Format:

☐ Book ☐ DVD ☐ Audiobook ☐ Magazine ☐ Other: _____

3. Have You Read or Viewed the Entire Work?

☐ Yes ☐ No

4. What Are Your Concerns?

(Please be specific — include page numbers, quotes, or scenes if possible.)

5. What Action Are You Requesting?

- ☐ Remove the material from the library
- ☐ Reclassify or move to a different section (e.g., from Youth to Adult)
- ☐ Add a warning label or content notice
- ☐ Other: _____

6. Are There Materials You Believe Would Better Represent the Topic or Perspective?

(If applicable, please list.)

7. Signature

I understand that the Library follows a formal reconsideration process that may include a staff and/or board review. I certify that I have read or viewed the entire material and submit this request in good faith.

Signature: _____ **Date:** _____

For Library Use Only

Date Received: _____

Received By: _____

Reviewed Date: _____

Final Decision: _____

Patron Notified: _____