

# Request for Reconsideration of a Library Resource

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The Board of Trustees of the Comsewogue Public Library has delegated the responsibility for selection and evaluation of library resources to library personnel and has established a reconsideration procedure to address concerns about those resources. Completion of this form by a current resident of the Comsewogue, Mount Sinai or Miller Place School Districts is the first step in that procedure.

To request the reconsideration of a library resource, return the fully completed form to:

Debra Engelhardt, Library Director, Comsewogue Public Library, 170 Terryville Rd., Port Jefferson Station, NY 11776

Request Initiated By:

Legal Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Library Card Barcode # \_\_\_\_\_

1. **Resource** on which you are commenting:

\_\_\_\_\_ Book \_\_\_\_\_ Magazine \_\_\_\_\_ DVD/Video \_\_\_\_\_ Display/Exhibit \_\_\_\_\_ Other (please specify) \_\_\_\_\_

Title \_\_\_\_\_

Author/Producer \_\_\_\_\_

2. What brought this resource to your attention?

3. Have you examined (read, viewed, attended, etc.) the *entire* resource?

4. What, *specifically*, concerns you/do you object to regarding the resource?  
(list *specific* objections/concerns/recommendations; use other side or additional pages if necessary)

5. Are there resource(s) you suggest to provide additional information and/or other viewpoints on this topic?  
If yes, please list:

6. How, specifically, would you like to see Comsewogue Public Library respond to this request?

\_\_\_\_\_  
Requestor's Signature

\_\_\_\_\_  
Date