MATERIAL RECONSIDERATION REQUEST FORM

REQUESTOR INFORMATION
Name: ______________________________________________________________________

Address: _____________________________________________________________________

Phone Number: ___________________   Email: _______________________________________

Representation (if applicable)
Is this request being made by you on behalf of a group or organization?   Yes   No
If yes, please indicate the organization’s name and briefly describe the organization’s mission/purpose:
______________________________________________________________________________
______________________________________________________________________________

MATERIAL INFORMATION
Format:   Book   DVD   Magazine   Electronic Resource   Library Program
 Other (please specify format) ____________________________________________________

Title/URL: _____________________________________________________________________

Author(s): _____________________________________________________________________

Action you would like taken regarding this item:   Add to collection   Withdraw from collection

What brought this material to your attention? _________________________________________

Have you examined the entire work?   Yes   No

What do you believe is the purpose of this material? ________________________________

Please share your reasons for requesting reconsideration of this item. Please be specific, and include citations from the material where appropriate. Attach additional sheets if needed.
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
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_________________________________________  _______________________________________
______________________________________________________________________________

_______________________________________________  _________________________________

Signature  Date