



Request for Reconsideration of Library Materials

Requests for reconsideration of library materials may be made by Rutherford residents. Requests are to be submitted in writing through this form, which shall be completed as fully as possible.

NAME: _____ DATE: _____

RUTHERFORD LIBRARY CARD # (Please put "N/A" if not a cardholder.): _____

PHONE: _____ EMAIL: _____

ADDRESS: _____

(Optional) I am acting as a spokesperson for the following group: _____

Please describe the item in question as fully as you are able:

Title: _____

Author(s): _____

Publisher: _____

Format (Circle One):

Book

DVD

Audio Recording

Magazine

Newspaper

Digital Resource (incl. eBooks)

Program

Display

Book List

Call number/location in library, or date of program: _____

Please mark the action you wish taken on this item:

Add it to the Library

Shelf it elsewhere

Remove it from the Library

Other (specify):

Why? You may use the back of this page if you need more space.



Please explain how such an action would improve the Library's service to the Rutherford community. If requesting to remove an item from the collection, please state specifically the primary harm that might arise from this item:

Have you read/viewed/listened to the entire work? If not, then which parts?

How was it brought to your attention?

Have you read any professional reviews of this material? Please attach copies if possible.

Are there materials you suggest to provide additional information or other points of view on this topic?

Signature: _____

APPROVED JULY 18, 2022