

## REQUEST FOR RECONSIDERATION FORM

**On a First Amendment principle**, the Meridian Library District does not age-restrict or censor material, and strives to provide a variety of opinions and items. When a patron wishes to challenge an item in the collection, or where it is shelved, the process is as follows:

- Patrons must make their request in writing by filling out and signing a Request for Reconsideration Form. Requests for reconsideration are only accepted from Meridian Library District boundary residents for Meridian Library District owned materials.
- Library staff will research and consider the item in question as a complete work.
- The decision will be reported to the patron in writing by the Library Director.
- Patrons may appeal the decision in writing to the Library Board of Trustees within 30 days of the written response.

### Information to be completed:

Date of complaint: \_\_\_\_\_

Full name: \_\_\_\_\_

Street address: \_\_\_\_\_

City: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_ - \_\_\_\_\_ Email: \_\_\_\_\_

Library Card Barcode Number: \_\_\_\_\_

### For this complaint, I

Represent myself

OR

Represent the following organization/group: \_\_\_\_\_

By signing this form I affirm that I am a Meridian resident, that I am making a formal reconsideration request to the Meridian Library District in regards to an item owned by the District and available for checkout. I understand that my request will receive full attention and that I will need to follow the aforementioned steps.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature of requester

Date received by staff

Staff Initials

**Material to be Reconsidered:**

**Type of material to be reconsidered:**

- Book      Magazine      DVD/Bluray      Newspaper  
Board Game Kit/Digital Device      Other \_\_\_\_\_

**Title:** \_\_\_\_\_

**Author, composer, producer, artist, etc.:** \_\_\_\_\_

**Item's Meridian Library District barcode number:** \_\_\_\_\_

\_\_\_\_\_

1. Did you read, view, or listen to the entire work?

YES       NO

If not, what pages or sections?

2. What in the material do you object to? Please be specific, cite pages or sections.

3. All of the titles in the Meridian Library District collection have been selected based on criteria within the Meridian Library District Collection Development policy. Have you read the policy in its entirety? If so, please explain how this material falls outside of the selection criteria.

4. What good or valuable features do you find in the material?

5. What do you believe is the theme of this work?

*Continued on the back*

7. Have you read any professional review(s) of the material (Library Journal, School Library Journal, Kirkus Book Reviews, etc.)?

YES  NO

If yes, specify.

8. What action are you requesting the District consider?

9. Can you recommend other material that would convey as valuable a picture and/or perspective of the subject treated in this item?

YES  NO

If yes, please specify:

10. Please provide a summary of your request for reconsideration.