



Material Complaint Form

Request for Reconsideration of a Book or Other Library Material

Library Policy requires that complaints be made on this form for discussion in detail. The Materials Selection Policy will be made available upon request. Thank you for taking the time to provide needed information.

Please tell us about the library material you believe needs to be evaluated:

Author: _____ Title : _____

Publisher or Producer: _____ Publication Date: _____

Format: Book DVD/Blu-Ray BOCD Magazine Other

What brought this material to your attention? Have you examined it in its entirety? If not, what parts?

[Empty text box for response]

What concerns you about this material? Clearly indicate what you object to (cite pages, instances, etc.)

[Empty text box for response]

What do you feel might be the result of reading, hearing or seeing this material?

[Empty text box for response]

Are you aware of the judgment of this material by professional critics? Is there anything good about this material or do you see any value in the material?

[Empty text box for response]

What do you believe is the theme of this book or material?

[Empty text box for response]

What would you like the library to do about this material?

[Empty text box for response]

Name of Person initiating request: _____ Phone: _____

Address: _____

If representing an organization, please name the organization: _____

Signature: _____ Date: _____

Staff Use Only: Date: _____ Staff Reviewing Material: _____
Steps Taken:

[Empty text box for staff use]