

**REQUEST FOR RECONSIDERATION
OF
LIBRARY MATERIALS**

[The elected Board of Library Trustees of Westford, Massachusetts has delegated the responsibility for selection and evaluation of library resources to the Director, Asst. Director, Department Heads and their delegates, and has established reconsideration procedures to address concerns about those resources. Completion of this form is the first step in those procedures. If you wish to request reconsideration of library materials or resources, please return the completed form to the *Library Director, J. V. Fletcher Library, 50 Main St. Westford, MA 01886-2599*].

Name _____ Date _____
Address _____
City _____ State _____ Zip _____ Phone _____
Do you represent: Self _____ Organization _____

1. Resource on which you are commenting:

____ Book ____ Textbook ____ Video ____ Display
____ Magazine ____ Program ____ Audio Recording
____ Newspaper ____ Electronic information/network
____ Other _____

Title _____

Author/Producer _____

2. What brought this resource to your attention?

3. Have you examined the entire resource?

4. What concerns you about this resource? (Use other side and/or additional pages if necessary)

5. Are there resource(s) you suggest to provide additional information and/or other viewpoints on this topic?

Revised by the American Library Association Intellectual Freedom Committee, June 27, 1995.