

**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.