

3.01a Collection Development Policy Appendix A: Request for Reconsideration Form
*Reconsideration of
Library Resources*

The Board of Trustees of the North Shelby Library has established reconsideration procedures to address concerns about library resources. Completion of this form is the first step in those procedures.

If you wish to request reconsideration of library resources, please return the completed form to Director of Library Services, North Shelby Library, 5521 Cahaba Valley Road, Birmingham, AL 35242. All requests will be forwarded to the book review committee within 2 business days.

Date _____

Name _____

Signature _____

Address _____

City _____ State _____ Zip _____

Email _____ Phone _____

Resource on which you are commenting:

Book

Audio

DVD/Blu-Ray

Newspaper

Game

Digital

Magazine

Other (please specify): _____

Location of the resource:

Did the staff or Director of Library Services provide you with a printed copy of the Collection Development Policy?

Yes ___ No ___

Did the library staff or Director of Library Services notify you of the Reconsideration Request forms and offer to provide you with one when you presented your complaint? Yes ___ No ___

Have you examined (read/heard/seen) the material in its entirety? ___ Yes ___ No

Author _____

Title _____

Publisher/Producer _____

What brought this resource to your attention? _____

What concerns you about the resource? **Please cite specific passages, pages, etc.** (use other side or additional pages if necessary)

Are there resources you recommend that provide additional information and/or other viewpoints on this topic?

How is the material contrary to the collection development policy?

Please attach any professional reviews of the material.