



NEW CASTLE • HENRY COUNTY PUBLIC LIBRARY

Materials Reconsideration Form

Please complete this form and return it to:

New Castle-Henry County Public Library
Attn: Library Director
376 S. 15th St.
New Castle, IN 47362

Date: _____

Name: _____

Address: _____

City: _____ State/Zip: _____

Phone: _____ Email: _____

Do you represent yourself? _____ or an organization? _____

Name of Organization _____

1. Resource on which you are commenting:

_____ Book/ebook _____ Movie _____ Magazine _____ Audio
_____ Digital Resource _____ Game _____ Newspaper _____ Other

Title: _____

Author/Producer: _____

2. What brought this resource to your attention?

3. Have you examined the entire resource? If not, what sections did you review?

4. What concerns you about the resource?

5. Are there resources you suggest to provide additional information and/or other viewpoints on this topic?

6. What action are you requesting the library to take regarding this resource?

7. Additional comments:

Signature

Date

The library welcomes users' expressions of opinion concerning library resources. As a result, the library has a responsibility to respectfully consider each concern. This form is provided for a patron wishing to request that the library staff reconsider a specific title/resource currently in the collection. Once the patron completes the form it is to be submitted to the Library Director. The director will review the resource and will respond in writing to the patron. All complaints about library resources are viewed within the context of the library Collection Development Policy.