



REQUEST FOR RECONSIDERATION FORM

THANK YOU FOR YOUR INTEREST IN NCW LIBRARIES AND ITS OFFERINGS. WE VALUE THE COMMUNITY MEMBERS' RIGHT TO EXPRESS THEIR CONCERNS REGARDING MATERIALS THAT ARE PART OF THE LIBRARY'S COLLECTION. IF THERE IS AN OBJECTION TO AN ITEM BEING IN THE LIBRARY'S COLLECTION, THERE IS AN OPTION TO REQUEST THAT THE ITEM BE RE-EVALUATED USING NCW LIBRARIES POLICIES, THE AMERICAN LIBRARY ASSOCIATION'S LIBRARY BILL OF RIGHTS AND FREEDOM TO READ STATEMENT AS GUIDELINES. THE REQUESTING LIBRARY PATRON MUST COMPLETE THIS FORM AND SUBMIT IT TO LIBRARY STAFF.

ONCE THE COMPLETED FORM HAS BEEN SUBMITTED, THE COLLECTION AND TECHNICAL SERVICES MANAGER WILL FILL OUT THE MATERIAL SELECTION REVIEW FORM CHECKLIST. AFTER A THOROUGH REVIEW HAS BEEN COMPLETED, THE COLLECTION AND TECHNICAL SERVICES MANAGER WILL MAKE A RECOMMENDATION TO THE DIRECTOR. THE LIBRARY DIRECTOR WILL REVIEW THE RECOMMENDATION FOR A FINAL DECISION. IF THE REQUESTING PARTY IS NOT SATISFIED, AND WISHES TO APPEAL THE DECISION, THE REQUEST WILL THEN BE FORWARDED TO THE BOARD OF LIBRARY TRUSTEES. THE BOARD OF LIBRARY TRUSTEES WILL MAKE THE FINAL DECISION ON ANY REQUEST FOR REMOVAL OF MATERIALS FROM THE LIBRARY.

PLEASE RETURN THE COMPLETED FORM TO: ATTN: COLLECTION AND TECHNICAL SERVICES MANAGER - NCW LIBRARIES, 16 N COLUMBIA STREET, WENATCHEE, WA 98801.

DATE: _____

NAME: _____

ADDRESS: _____

CITY: _____ STATE/ZIP: _____

PHONE: _____ EMAIL: _____

DO YOU REPRESENT YOURSELF: _____ OR AN ORGANIZATION? _____

NAME OF ORGANIZATION: _____

RESOURCE ON WHICH YOU ARE COMMENTING:

TITLE: _____

AUTHOR/PRODUCER: _____

TYPE OF RESOURCE (BOOK, DVD, CD, ETC.): _____

WHAT BROUGHT THIS RESOURCE TO YOUR ATTENTION?

HAVE YOU EXAMINED THE ENTIRE RESOURCE?

WHAT ARE YOUR CONCERNS?

ARE THERE RESOURCE(S) THAT COULD PROVIDE ADDITIONAL INFORMATION AND/OR OTHER VIEWPOINTS ON THIS TOPIC?

WHAT ACTION ARE YOU REQUESTING THE LIBRARY CONSIDER?

