

COLLECTION DEVELOPMENT APPENDIX 3A

FORM 3.1 – REQUEST FOR RECONSIDERATION

Please complete this form and return it to a staff member.

Date _____

Name _____ Telephone _____

Address _____

City _____ Province _____ Postal Code _____

Email _____

Do you represent _____ Yourself If an organization, please name _____

What type of material or service are you commenting on?	<input type="checkbox"/> Book	<input type="checkbox"/> Magazine	<input type="checkbox"/> Library Program	<input type="checkbox"/> Videogames
	<input type="checkbox"/> Music CD	<input type="checkbox"/> Display/Exhibit	<input type="checkbox"/> Internet Resource/Site	<input type="checkbox"/> Audiorecording
	<input type="checkbox"/> Movie	<input type="checkbox"/> Newspaper	<input type="checkbox"/> Other (brief description)	

What item/program/display/exhibit are you commenting on?

If commenting on an item, what is the title and author/performer/producer?

If commenting on a program/display/exhibit what is the title and the date?

How did this program/display/exhibit come to your attention? *(Recommended by staff member, review, friend's recommendation, found on shelf, visited library, library calendar announcement, publicity announcement, etc.)*

Did you read or listen to the entire work, stay for the entire program, view the entire display?

If not, which selection or part did you read or view?

What is it that you find objectionable? Please be specific; cite pages, excerpts, or scenes whenever possible.

Thank you for your comments. A member of our administrative staff will contact you regarding your concerns.

Staff initials: _____

The information on this form is collected under Section 33© of the Freedom of Information and Protection of Privacy Act (FOIP) and is used solely for purposes relating to the Morinville Community Library. If you have any questions, please contact the Information Management/FOIP coordinator for the Morinville Community Library at 10119-100 Avenue, Morinville, AB T8R 1P8 or 780-939-3292.

Morinville Community Library Policy and Procedures Manual

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Approved by Board: 04-19

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