



**SWAMPSCOTT**  
— PUBLIC LIBRARY —

### Request for Reconsideration of Library Materials

The Swampscott Public Library takes your concern seriously. The Library, upon receipt of this form from a Swampscott resident, will review the item for inclusion in the collection in light of the Library’s overall objectives, its Collection Development Policy, the Library Bill of Rights, and ALA guidelines on intellectual freedom.

The Library Director will respond in writing within 30 days of receipt of this submission. If the patron wishes to appeal the Library Director’s decision, they can request, in writing, an Appeals Hearing to be held at a Board of Library Trustees public meeting.

You may type in this form or submit a separate document, but all questions must be answered.

Date: \_\_\_\_\_

Your name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ email: \_\_\_\_\_

Do you represent yourself? \_\_\_\_\_ Or an organization? \_\_\_\_\_

Name of organization: \_\_\_\_\_



Type of Material (i.e. book, DVD...): \_\_\_\_\_

Title: \_\_\_\_\_

Author/Producer: \_\_\_\_\_

Date/Edition: \_\_\_\_\_ Publisher: \_\_\_\_\_

(please complete both sides of the form)

Approved by the Board of Trustees: 11/15/2022

1. What brought this work to your attention?
  
2. Did you read, view or listen to the entire work or a portion of the work? \_\_\_\_ All \_\_\_\_ Part
  
3. Please describe your concerns regarding this material.
  
4. What specific pages/sections illustrate your concerns?
  
5. Are your objections based on age of the potential user or to the point of view expressed?
  
6. Do you see anything of value with the work?
  
7. In your personal opinion what do you feel might be the result of reading, watching, listening to this work? On what do you base this opinion?
  
8. What action are you requesting the Library consider?
  
9. Are there resource(s) you suggest to provide additional information and/or other viewpoints on this topic?
  
10. Have you read our Collection Development policy regarding the material in question?

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