Name: Request for Reconsideration
Adopted: February 24, 2014, by Franklin Public Library Board of Trustees

Name: ___________________________ Date: ________________
Address: _____________________________________________________________________________
City: ___________________________ State: _______ ZIP: __________________
Phone: __________________________ Email: ________________________________

Material to be reconsidered:
_____ Book _____ Movie
_____ Magazine _____ Music CD
_____ Newspaper _____ Audiobook
_____ Library Program _____ Other: ____________________

Title: ___________________________________________________________________________
Author/Publisher or Producer/Date: __________________________________________________________________________

1. What brought this material to your attention? ____________________________________________
   __________________________________________________________________________________
   __________________________________________________________________________________
   __________________________________________________________________________________

2. What do you find objectionable about this material? Please be specific. __________________
   __________________________________________________________________________________
   __________________________________________________________________________________
   __________________________________________________________________________________

3. Have you read, listened to, or viewed the entire work? If not, which parts have you reviewed?
   __________________________________________________________________________________
   __________________________________________________________________________________
   __________________________________________________________________________________

4. What would you like the library do with this work? ___________________________________
   __________________________________________________________________________________
   __________________________________________________________________________________

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Franklin Public Library considers all Requests for Reconsideration of Library Materials. The following is a summary of the process:

1. Receipt of this form shall be acknowledged by library management.
2. Professional staff shall review the challenged material and recommend one of several actions to the Library Director:
   a. To retain the challenged material in the collection;
   b. To retain the challenged material, but to move it to another location in the collection; or
   c. To withdraw the challenged material.
3. The Director then makes a final determination regarding the disposition of the material and notifies the complainant. Steps two and three may take six to eight weeks.
4. If the complainant is not satisfied with the decision of the Director, he or she may direct his or her concerns to the Franklin Public Library Board of Trustees for their consideration.