Howard Whittemore Memorial Library

Request for Reconsideration of Materials

Please note the patron requesting reconsideration of library material will be given a packet of documents that includes the library's Collection Development and Maintenance Policy, the Library Bill of Rights, the Freedom to Read, and the Freedom to View statements from the American Library Association.

Howard Whittemore Memorial Library limits requests for reconsideration of materials, programs or displays to the individual residents of Naugatuck. An individual shall not submit a request for reconsideration form without providing their full legal name, address and telephone number.

Name: _____ Date: _____

Address: _____

Phone: _____ Email address: _____

Do you represent yourself? _____ An organization? _____

If you represent an organization, please include your position/title, organization name, address and contact information:

_____

_____

Information about the material for which you have concerns:

Title: _____

Author/Artist/Producer: _____

Format: _____

How was this material brought to your attention?

_____

_____

Did you read, view or listen to the entire work?

_____

What concerns you about the material? Please include specific examples, and include page numbers, track numbers, etc., when possible. Additional pages or supplemental material may be attached.

_____

_____

_____

What would you like the library to do about this material?

_____ Consider my opinion; no other action is necessary

_____ Formally review the material

Signature: _____ Date: _____

Requests for Reconsideration are not confidential patron records under section 11-25 of the general statutes.

*Required for submission