



Material Reconsideration Request Form

The Stoughton Board of Library Trustees believes the people have the right and duty to make the ultimate decisions on public questions. It follows, therefore, that free access to all points of view on public questions must be permitted. This is the guiding principle behind the Stoughton Public Library's collections. While the Library Trustees have given authority for the library's collections to the Library Director or their designee, the Board recognizes the right of community members to voice their concerns about items held within those collections. Consequently, the Board has approved the use of this form to enable Stoughton residents or Old Colony Library Network cardholders to request that the inclusion of any material in the library's collections be reconsidered.

The person making the request must complete and submit this form to the library. The Library Director will review the request and the material and respond to the requestor in writing.

About the item for reconsideration:

Format: Book Audiobook on CD DVD/BluRay Music CD
 Magazine/Newspaper Database item
 Downloadable content available through: _____
 Something else in the collection: _____

Title: _____

Author/Producer: _____ Call number: _____

Publisher/Distributor: _____ Publication/Release Date: _____

Request initiated by:

Name: _____ Phone: _____

Address: _____

Email address: _____

Preferred contact method? (circle one) Mail / Email / Phone

If not a Stoughton resident, do you have an active OCLN library account? Yes No

Are you filling out this form: As an individual On behalf of a group/organization.

Group/Organization name: _____

Signature: _____ Date: _____

Please answer all questions on the next page before submitting this form.

Reasons for filing the request (please be as specific as possible; you may attach additional pages if needed):

1. What brought this item to your attention?

2. Did you review the entire work? If not, what parts did you review?

3. What in the work do you object to? Please cite pages (or timestamps for audiovisual works). What do you believe might happen if someone reads, views, or listens to this work?

4. In your opinion, how does this work comply, or fail to comply, with the "Guiding Principles" or "Selection Policies" of the Stoughton Public Library?

5. Are you aware of professional reviews or opinions regarding the material?

6. What material of equal or better quality on this subject would you recommend?

7. What action are you requesting the library to consider regarding this material?

Please submit this completed form to a library staff member. All questions must be completed to enable us to reply promptly. You will be contacted by the Library Director regarding your request.