The Livingston Public Library has delegated the responsibility for selection and evaluation of library resources to a collection development committee, and has established reconsideration procedures to address concerns about those resources. The Library’s Collection Development Policy guides material selections and also carries the obligation to have a collection that reflects varying points of view on controversial or debatable subjects. The Livingston Public Library does not declare particular beliefs or views, nor does the collection express or imply an endorsement of an author’s viewpoint. Library materials are carefully selected, but differences of opinion arise regarding suitable materials.

Patrons requesting that material be withdrawn or restricted from the collection may complete a “Request for Reconsideration of Library Materials Form”, which is available in the library and online.

The form must be completed and submitted to the Library for official review.

1. MATERIAL

Title: ___________________________ Copyright Date: ________________

Author: ___________________________ Publisher: ____________________

Format: Book Magazine Audiobook DVD Music CD Other

2. REQUEST INITIATED BY:

Name: ___________________________ Date: ________________________

Address: ________________________________________________________________________

City: ____________________________________________________________________________

Phone: ___________________________ Library Card Number: _________________________
Livingston Public Library’s
Request for Reconsideration of Library Materials

3. DO YOU REPRESENT:

Yourself

Group or Organization (Please name): _____________________________________________

4. OBJECTION/RECOMMENDATION:

Is this material: Material you object to Material you are recommending
Please describe your specific reasons for recommendation or objection
___________________________________________________________________________________
___________________________________________________________________________________
___________________________________________________________________________________
___________________________________________________________________________________

5. ACTION:

What would you like the Livingston Public Library to do about this item?
___________________________________________________________________________________
___________________________________________________________________________________
___________________________________________________________________________________

6. Have you read any professional reviews of this material? (Please attach copies if possible)

7. Describe the overall contents of this material:
Livingston Public Library’s Request for Reconsideration of Library Materials

A Livingston Public Library staff member will respond in writing to this request.

Signature: ____________________________________________

Date: _________________________________________________

Send completed form to:

The Livingston Public Library
Attn: Request for Reconsideration
10 Robert H. Harp Drive Livingston, NJ 07039

April 2020