Appendix A

The Hartford Public Library has established a materials selection policy and a procedure for gathering input about particular items. Completion of this form is the first step in that procedure. If you wish to request reconsideration of a resource, please return the completed form to the President and CEO.

Hartford Public Library
500 Main Street
Hartford, CT 06103

Date__________________________
Name__________________________
Address________________________
City___________________________State/Zip__________________
Phone_________________________Email ______________________

Do you represent self?____ Or an organization? ____

Name of Organization ____________________________

1. Resource on which you are commenting:

Book (e-book)____ Movie____ Magazine____ Audio Recording
Digital Resource____ Game____ Newspaper____ Other

Title____________________________________________________

Author/Producer _________________________________________

2. What brought this resource to your attention?
________________________________________________________

3. Have you examined the entire resource? If not, what sections did you review?
________________________________________________________

4. What concerns you about the resource?
________________________________________________________

5. Are there resource(s) you suggest to provide additional information and/or other viewpoints on this topic?
________________________________________________________

6. What action are you requesting the Library consider?
________________________________________________________