

Request for Reconsideration

Please fill this form out completely and return to a staff member.

Name _____ Date _____

Address _____

City _____ State _____ Zip _____

E-Mail Address _____ Phone _____

Do you represent Self? Organization? Name: _____

1. Resource on which you are commenting:

Book Video/DVD Display Magazine

Library Program Audio Recording Newspaper

Electronic information/network (please specify): _____

Other _____

Title _____

Author/Producer _____

2. What brought this resource to your attention?

3. Have you examined the entire resource?

4. What concerns you about the resource? (use other side or additional pages if necessary)

(Continued on next page)

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 committee consider?

The following is excerpted from the Hopkins County-Madisonville Public Library

Collection Development Policy: **CRITERIA FOR SELECTION**

Every attempt is made to consider all acquisitions using the following criteria:

- Suitability of physical form for library use;
- Suitability of subject, style, and format for the intended age level;
- Present and potential relevance to the community interests and needs;
- Circulation history of author's previous works or similar titles;
- Number and nature of requests from the public;
- Authors and/or topics of local origin;
- Current or historical significance;
- Importance as a document of the times;
- Insight into human and social conditions;
- Relationship to the existing library collections and to other materials on the subject which are available in those collections;
- Reputation and significance of the author, illustrator, publisher or producer;
- Skill, competence, and purpose of the author, illustrator, or producer;
- Attention of critics, reviewers, and the public through awards, media outlets and direct recommendations;
- Appropriateness and effectiveness of medium to content;
- Physical limitations of the building;
- Commercial availability of the material;
- Cost.

While a single standard cannot be applied to each potential item for selection, materials are judged by appropriate criteria. In some instances, these criteria include artistic merit, scholarship, or the value of the material to the informational needs of the community. In other instances, the criterion may be substantial demand.

<hr/>	Date
<hr/>	<hr/>
Signature	Location
Staff Member	