

PPL Request for Reconsideration Policy

The Library believes in the freedom of information and will not restrict a user's right to read, listen to, or view library materials. The Library strives to provide access to a wide range of materials representing varying points of view, without promoting a single perspective. We uphold the American Library Association's Library Bill of Rights, the Freedom to Read, and the Freedom to View statements

In some cases, patrons may take issue with specific library materials they find offensive or inappropriate for the collection. Should a patron feel that an item should be removed or reclassified, the following steps may be taken, though we encourage the public to first talk to a librarian about their concerns.

1. The patron should complete a Request for Reconsideration form and turn it in to the Library. The completed form will go to the Library Director and selecting librarian responsible for the development and selection of the item's area of the collection.
2. The Director will send acknowledgement of receipt of the Request for Reconsideration form to the patron within seven days of its receipt. Staff will evaluate journal reviews, selection criteria used to purchase the item, and materials submitted by the patron and staff. A written response will be made by the Library Director within 30 days of receiving the formal objection.
3. If the librarian's response does not satisfactorily resolve the issue, the patron may request, in writing, that the matter be presented and reviewed by the Library Board. The patron should provide written and/or verbal arguments as to why the material in question should be removed or reclassified. A decision will be made by the Library Board at a regularly-scheduled meeting and, once a decision has been rendered, the patron will receive written notification from the Board.

The material in question will remain active in the collection during the review process.

Policy Adopted: December 15, 2008

Request for Reconsideration of Library Materials

If you have found library materials about which you have concerns, please complete this form and return it to a Puyallup Public Library staff member. You will receive acknowledgement of receipt of this form from a Librarian within seven days of its receipt.

Material for reconsideration

Title:

Author/Producer:

Type of Material:

Book Magazine/Newspaper Video/DVD Audio CD

Electronic Database Other: _____

Did you read, view, or listen to the entire work or a portion of the work? All Part

Please describe your concerns regarding this material (use other side or additional pages if needed):

Are there any specific pages/sections that illustrate your concerns:

How did this material come to your attention?

What other materials of quality or relevance on this subject would you recommend?

Have you read the Library's criteria for selection, as stated in the PPL Collection Development Policy?

What action do you recommend that the Library consider (i.e. should the material be removed or reclassified?):

Contact Information

Your name: _____

Address: _____

City: _____ Zip: _____

Telephone: _____

Organization represented (if any): _____