



*Building Community.
Enriching Lives.*

The Trustees of Mahwah Public Library have established a formal Request for Reconsideration of Library Materials procedure, in full compliance with the New Jersey Freedom to Read Act ([N.J.S.A. 18A:34A-1 et seq.](#)). Completion of this Materials Reconsideration Form is the first step in that procedure. If you wish to request reconsideration of a Mahwah Public Library resource, please return the completed form to the Library Director. Forms that have not been fully completed and are missing information will not be considered. A separate form must be completed for each individual resource you are requesting be reconsidered. Requests for reconsideration of Mahwah Public Library resources will only be accepted from current Mahwah library card holders.

Date _____

Name _____

Address _____

City _____ State/Zip _____

Phone _____ Email _____

Library Card Number _____

Are you submitting this form on behalf of yourself? ____ Or an organization? ____

Name of Organization (if applicable) _____

1. Resource on which you are commenting:

Title _____

Author/Producer _____

Publication Date _____

Format Type: ____ Book/eBook ____ Movie ____ Magazine ____ Audio Recording
____ Digital Resource ____ Video Game ____ Newspaper ____ Other

2. What brought this resource to your attention for reconsideration?:

3. Have you read, viewed, or listened to the entire resource?: ____ Yes ____ No

If you have not completely read, viewed, or listened to the entire resource, please do so before completing this form.

4. What is this resource about?

5. What concerns you about the resource? Cite specific page number(s) or time stamp(s).:

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

7. What action are you requesting the library consider?

____ Move the material to a different section of the library.

____ Remove the material from the library collection.

____ Other _____

Once completed, return this form to the Library Director. The form will be submitted to the Library's Review Committee, which will review the requested resource and report in writing its recommendation within 30 business days of receipt of the form. You will be provided with a copy of the report and notice of final decision to the email address listed on this form.