

ATTACHMENT I

PATRON'S REQUEST FOR EVALUATION OF LIBRARY RESOURCES

We appreciate your interest in the materials which have been selected for inclusion in the collection of the Newport Beach Public Library. If you have a concern about a specific item, we would appreciate your assistance in addressing the matter. **Please fill out this form and return it to the Site Manager.** The staff will evaluate the material and forward a recommendation to the Library Services Director. This completed form and corresponding response from the Library Services Director will be included in the Board of Library Trustees agenda packet.

Name_____Date_____

Address_____

City_____State_____Zip_____Phone_____

Resources on which you were commenting:

☐ Book

☐ Audiovisual Resource

☐ Magazine

☐ Content of Library Program

☐ Newspaper

☐ Other

1. Title_____

2. Author/Producer_____

3. What brought this title to your attention?

4. Have you seen or heard reviews of this material?

5. Please comment on the resource as a whole.

6. Please note your **specific** concerns.

7. What resource(s) would you suggest, to provide additional information on this topic?

8. What action are you requesting the Library to consider (remove, relocate, add, other)?

Please use the back of this form if additional space is needed. Thank you for taking the additional time to complete this form. Your request for evaluation will be given careful consideration and a response provided.

Newport Beach Public Library
Newport Beach, California

Corrected - October 10, 2006
Revised – November 16, 2010
Revised – August 20, 2018
Revised – August 17, 2020
Reviewed – August 15, 2022
Revised – September 18, 2023
Revised - October 16, 2023

