



# BEDFORD PUBLIC LIBRARY

## Request for Review and Reconsideration of Bedford Public Library Policy

I, \_\_\_\_\_, request the Library Director to review and reconsider the policy which pertains to \_\_\_\_\_

The change I would like considered is

\_\_\_\_\_  
\_\_\_\_\_

Reason for request?

\_\_\_\_\_  
\_\_\_\_\_

I am a Bedford resident. To discuss this concern I can be reached:

Day time phone: \_\_\_\_\_

Night time phone: \_\_\_\_\_

email address: \_\_\_\_\_

.....

Form received at BPL by: staff name \_\_\_\_\_ on: date \_\_\_\_\_

Contact to concerned cardholder by: Director \_\_\_\_\_ on: date \_\_\_\_\_  
(Second attempt at contact if first attempt unsuccessful: on: date \_\_\_\_\_)

Date of Resolution: \_\_\_\_\_

- Cardholder satisfied with Director’s determination; information shared with Library Board of Trustees
- Cardholder dissatisfied with Director’s determination; referred to Library Board of Trustees
- Director’s referral to Library Board of Trustees
  - o Date of resolution by Library Board of Trustees: \_\_\_\_\_
  - o Date of notification to resident: \_\_\_\_\_

Notes: