



# CHALLENGE FOR RECONSIDERATION FORM

Arapahoe Libraries provides the opportunity for community members to voice their opinions regarding the selection of library materials, exhibits, displays and programs. All challenges are evaluated against the Collection Development Policy and Right to Challenge Policy.

A challenge request must be in writing using this form. The form may be mailed to the Manager of Library Materials Services: 12855 East Adam Aircraft Circle, Englewood, CO 80112, or delivered to any Arapahoe Libraries library. A copy of the form will be filed with the Executive Director and reported to the District Board of Trustees.

Upon receipt of the signed form, the Manager of Library Materials Services will:

- Consult with relevant District staff to review the challenged material, exhibit, display or program.
- Decide to remove, move or retain the challenged material, exhibit, display or program.
- Respond in writing within 90 days.

The challenge submitter can appeal the decision of the Manager of Library Materials Services to the District Board of Trustees by mailing or delivering a written appeal to the Executive Director at 12855 East Adam Aircraft Circle, Englewood, CO 80112 within 30 days of the written decision. The Board of Trustees will review the written submissions only to determine whether the policies and procedures were properly applied and followed and will not consider factual arguments or disputes outside of the written appeal.

## PLEASE INCLUDE ALL OF THE REQUESTED INFORMATION:

Library:

Title of material, exhibit/display, or program:

Author or presenter:

Name of person initiating this request:

Address:

Telephone:

Email:

Person making request represents:

self  group/organization (please give name):

