**Appendix [ADD NEW LETTER HERE]: Request for Consideration of Library Materials**

Please describe the item in question as fully as you are able. Feel free to attach extra pages if necessary.   
  
Title:  
Author(s):  
Publication Date:   
Publisher:  
Format (book, recording, etc.)   
  
How did you hear about this item:  
  
Please tell us why you think the library should add this item:

Name:  
Address:  
Phone number:   
Email:   
Library Card Number:   
  
Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_

I am acting as a spokesperson for the following group or association:

Form Approved On: \_\_\_\_\_\_\_\_\_\_\_\_\_\_