

**Restricted Use or Banning Letter for Adults:**

TO:

On \_\_\_\_\_ at approximately \_\_\_\_\_ you were observed at the Library.

Main Library      Lyons Branch      (circle appropriate)

At that time, you were:

\_\_\_\_\_ VIOLATING LIBRARY POLICY (see comments)  
\_\_\_\_\_ IN THE LIBRARY DESPITE BEING PREVIOUSLY BANNED UNTIL \_\_\_\_\_

**COMMENTS:**

\_\_\_ verbal warning asked to leave for day / week / month / 3month / 6month / year  
\_\_\_ law enforcement called

Because of the conduct listed, and/or other history of prohibited conduct at any Library location, you are banned from all Library branches until the date listed below. If you enter any Library branch before the return date listed below, law enforcement will be called and you will be subject to being arrested for trespassing under Clinton City Ordinance.

You may file a written request to:

Director Clinton Public Library 306 8th Ave S. Clinton, IA 52732

to reconsider this ban from all Library branches. Your written request shall set forth your reasons for reconsideration of the ban. THE LENGTH OF THIS BAN FROM ALL LIBRARY BRANCHES SHALL REMAIN AS STATED IN THIS DOCUMENT UNLESS THE DIRECTOR ISSUES A WRITTEN DETERMINATION ALTERING THE TERMS OF THIS DOCUMENT.

RESTRICTED/BANNED FROM LIBRARY ON THIS DATE: \_\_\_\_\_

RETURN DATE \_\_\_\_\_

Staff initials: \_\_\_\_\_