

## Request for Denial of Parental Access to Private Information

Under Minnesota law, the following information that the Dakota County Library (Library) collects from and maintains on you is classified as private:

- Information that link your name with materials you request or borrow;
- Information that link your name with a specific subject about which you have requested information or materials; and
- Information in your borrower card application (other than your name, which is public information).

The Library may only disclose this private information:

- To Library staff;
- To you;
- To your parent(s), guardian(s), or an individual(s) acting as your parent or guardian; and
- Pursuant to a court order directing its disclosure.

You have the right to request that the Library deny your parent(s), guardian(s), or an individual(s) acting as your parent or guardian access to this private information. If you wish to do so, please complete and sign this form. It is important that you complete this form in its entirety, including explaining the reason(s) why you are making this request to deny access.

If, after receiving your completed form, your parent, guardian, or individual acting as your parent or guardian asks for any of this private information, the Library will determine if honoring your request to deny access is in your best interests. In making this determination, the Library will consider, among other things:

- Whether you are of sufficient age and maturity to be able to explain the reasons for and to understand the consequences of your request to deny access;
- Whether your personal situation is such that denying access may protect you from physical or emotional harm;
- Whether there are grounds for believing that the reasons for your request to deny access are reasonably accurate;
- Whether the information in question are of such a nature that disclosure could lead to your physical or emotional harm;

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Date of Birth \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Library Barcode # \_\_\_\_\_

Person(s) who you are requesting be denied access:

_____ Name	_____ Relationship to you
_____ Name	_____ Relationship to you

Reason(s) for request:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**You will be notified of the status of your request at the above address. If you prefer that notice be sent to a different address or email address, please list it here:**

**Staff Use Only:**

**Approved** \_\_\_\_\_ **Denied** \_\_\_\_\_

*(If approved, this request will stay in effect until the minor is 18 years old, or it is terminated earlier by written request of the minor)*

Reason for denial:

**Responsible Authority** \_\_\_\_\_ **Date** \_\_\_\_\_