

Request for Library Collection Enhancement

Date: [Insert Date]

To:

[Librarian's Name]

[Library Name]

[Library Address]

Dear [Librarian's Name],

I hope this message finds you well. I am writing to propose an enhancement to our library's collection in the area of [specific subject or genre]. I believe that expanding our resources in this field will greatly benefit our community's educational and recreational needs.

Specifically, I would like to suggest the addition of the following titles:

- [Title 1] by [Author 1]
- [Title 2] by [Author 2]
- [Title 3] by [Author 3]

These titles have garnered positive reviews and align with our library's mission to provide diverse and inclusive resources. I believe that having them available will encourage more patrons to explore this genre and enhance their learning experience.

Thank you for considering my request. I am looking forward to your positive response.

Sincerely,

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]