

GENEALOGY RESEARCH REQUEST FORM

Date _____

Name _____

Address _____ City _____

Prov. State _____ Postal Code/Zip _____

Tel: _____ Cell _____

Email _____

If you would like us to perform research for you, a volunteer will examine the Society's holdings. We do not research at other repositories. You must complete the research form we have provided indicating exactly what information you need, and include a fee for the initial hour of research. The non-refundable fee is \$15 for members of the Quaco Historical & Library Society and \$20 for non-members. Each additional hour will be the same price but the volunteer will consult with you before proceeding beyond the first hour. Photocopying costs are \$0.25/page. The length of time required to complete a request depends upon many factors. After completing the research, copying fees and postage to send the accumulated material will be tallied and a bill sent along with the research.

Please be as specific about your request as possible. Giving specific dates, names and facts about your ancestors will help us with an efficient and accurate reply. Suggest alternate spellings for surnames if applicable. We do not want to charge for information you do not want or already have. We will try to contact you on a regular basis about our progress and charges.

\$15.00 or \$20.00 initial fee includes one hour of research. Photocopies and postage are extra. We are not able to accept Credit or Debit cards and we do not participate in PayPal.

I agree to pay the fees as outlined in the above up to a limit of _____ hours or \$ _____

(Signature)

Please describe the detailed family information on page 2. Describe your research request here

GENEALOGY RESEARCH REQUEST FORM – PLEASE PRINT

Family Name _____

First Name _____

Born (yr): _____ Place _____

Died (yr): _____ Place _____

Buried (yr): _____ Cemetery _____

Married (yr): _____ Place _____

Married to _____

Parent's Name _____

Born (yr): _____ Place _____

Died (yr): _____ Place _____

Buried (yr): _____ Cemetery _____

Parent's Name _____

Born (yr): _____ Place _____

Died (yr): _____ Place _____

Buried (yr): _____ Cemetery _____

Other children: (Names, Date of Birth, Place of Birth, Date of Death)

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

