

# WASHINGTON COUNTY HISTORICAL SOCIETY

49 East Maiden Street, Washington, PA 15301

## WCHS RESEARCH REQUEST FORM

for research in WCHS's Research Library, the County Courthouse, Citizens Library, and on-line databases

\$30.00 per hour • \$24.00 per hour (20% DISCOUNT) for WCHS members

(10 photocopied pages per hour included; each additional page at 25 cents per page)

**1. Your CONTACT INFORMATION:**

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ ZIP \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Send research results by (check one): U.S. Mail (\$5.00 postage fee applies) \_\_\_\_\_ Email \_\_\_\_\_

**2. Number of RESEARCH HOURS Requested: \_\_\_\_\_ Postage: \_\_\_\_\_ Total payment: \_\_\_\_\_**

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**3a. If a SPECIFIC PERSON or ANCESTOR is to be researched, please complete the following:**

Person's name First \_\_\_\_\_ Middle \_\_\_\_\_ Surname \_\_\_\_\_

Maiden name (if applicable) \_\_\_\_\_

Surname spelling variations \_\_\_\_\_

Person's birth and death information Year of birth \_\_\_\_\_ Place of birth \_\_\_\_\_

Year of death \_\_\_\_\_ Place of death \_\_\_\_\_

Locality or township of residence in Washington County \_\_\_\_\_

Parents' names Father \_\_\_\_\_ Mother \_\_\_\_\_

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**3b. If a SPECIFIC SUBJECT/OCCURRENCE is to be researched, please complete the following:**

Description of subject/occurrence (please be specific) \_\_\_\_\_

Date of subject/occurrence (provide a specific date or a one-year range) \_\_\_\_\_

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**4. RESOURCES ALREADY CONSULTED:** \_\_\_\_\_

**5. YOUR RESEARCH OBJECTIVE** (please be specific): \_\_\_\_\_

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Note: WCHS researchers are NOT professional genealogists – fees are set accordingly. WCHS aims to complete research within 4 weeks of receipt of this completed form and payment. If additional time is required, you will be contacted by WCHS.