



An initial fee of \$5.00 will provide up to 30 minutes of research for one event, name, record, photo, etc. Fees apply whether or not an answer is found. If desired, an individual may pay up to \$15 for 1.5 hours of research (\$5.00 for each additional 30-minute increment). Fees include staff hours and cost of copies or scanning. We are unable to issue refunds.

Your name: _____

Address: _____

Email Address: _____

Phone Number: _____

Please provide specific and complete information (date or date range and any pertinent information such as names, cemetery and article contents) on the subject for which you want us to search. The more information you provide, the more likely it will be that we locate your information.

(May continue on reverse side)

Please check how you would like the information sent to you:

Email

Postal

Mail this form with your payment and SASE (if applicable) to:

**Elkhart Public Library
Reference Services - Local History/Genealogy
300 South Second Street
Elkhart, Indiana 46516**

Staff will answer written requests on a first come, first served, as-time-permits basis.