

## GCAHS&M Genealogy Research Request Form

Thank you for your interest in our research services. Our volunteer genealogists will conduct the research using Ancestry.com, FamilySearch.org, Findagrave.com, Mercer County Land Records, military records, census records, historical newspapers, our local resources, and more. You may fill out the request form below, or, if you wish to meet with one of them in person, schedule a time by contacting Cathy Coulter at 724-967-2622 or by email at [cathycoulter1@yahoo.com](mailto:cathycoulter1@yahoo.com). When filling out the request form...

- Please provide as much information as possible. Giving us detailed information will improve our chances for success. If we have any questions or need clarification, we will contact you.
- You will receive a written report from our volunteer researchers as soon as possible, but usually within 2-4 weeks.
- When we are done with our research, we will be adding a copy of your report to the Family History section of our library. If you have any objection and do not want it added, let us know, and we will honor your request.
- ***Please note research donations are not refundable and payment is required before research will be started.*** We cannot guarantee that we will find what you are looking for, nor how long it will take. However, if, after the first hour we do not find what you requested, we will contact you to see if you would like additional research.
- ***If you would like to become a member*** of the Grove City Area Historical Society and Museum, use the link below to download and fill out the membership form and submit it along with the membership payment, and this research request form via U.S. mail to P.O. Box 764, Grove City, PA 16127. When you do, you will receive the benefits of eight hours of **free** research.
- **Non-members** should submit the form with the required \$15.00 donation for the first hour of research making your check payable to the GCAHS&M or via electronic payment service.
- **When completed**, this form, with payment, is mailed to P.O.Box 764, Grove City, 16127 or emailed to [cathycoulter1@yahoo.com](mailto:cathycoulter1@yahoo.com).

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Send Report by (please circle):**    **Pick Up**                      **Email**                      **U.S. Mail**

### Research Requests

**Members** ---- 8 hours of free research, after which there is a \$15.00 per hour donation

**Non-Members** --- \$15.00 per hour donation (with 1 hour minimum)

### Copies

**Members** -- \$0.25 per page

**Non-Members** -- \$0.50 per page

**Photographs** – approximately \$1.00 - \$2.00 per photo, depending on the size

€ I am a member of the Grove City Area Historical Society and Museum

€ I want to become a member. I have filled out/submitted the membership form/fee.

€ I am not a member

Researcher _____ the _____	Date: _____
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**Person to be researched:** \_\_\_\_\_

- Please indicate if you will allow us to access your tree and where we can find it. It would be helpful if you could allow us access to it.

\_\_\_\_ Ancestry.com \_\_\_\_ FamilySearch.org \_\_\_\_ On Paper

**Describe in detail what it is you are looking for:** \_\_\_\_\_

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**If you need more room, please feel free to add more pages**

**Please fill in any blanks below that you can.**

Fact	Date	Location
Born		
Died		
Buried		
Married		
Residence		

Parents:	Name <i>(Please Include Maiden Name)</i>	Date of Birth	Date of Death
Father			
Mother			
Residence			

Siblings:	Name	Date of Birth	Location	Date of Death
1.				
2.				
3.				
4.				
5.				
6.				

**Spouse:** \_\_\_\_\_

Fact	Dates <i>Please Include Maiden Name</i>	Location
Born		
Died		
Buried		

1.				
2.				
3.				
4.				
5.				

6.					
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**Children:**      **Name**                      **Date of Birth**                      **Location**                      **Date of Death**

**Membership Link**