



POLK COUNTY HISTORICAL SOCIETY

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Phone: 503-623-6251

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RESEARCH REQUEST FORM

Research will be performed at the rate of \$15.00 per hour for non-PCHS members, with a minimum charge of one hour. Record copies will be supplied at a cost of 25 cents per page, and our mailing costs will be included in your bill. Searches must be for a specific record, i.e., an obituary, a death certificate, a marriage license, etc.

Return this form to the mailing or email address at the top of this form. You will be billed when we send our findings to you.

PCHS member?: ☐ Yes ☐ No

Name: _____

Mailing address: _____

City: _____ **State:** _____ **ZIP:** _____

Contact phone: _____ **Contact email:** _____

What/who is the person, event, etc., that you are researching?

What do you already know about that person, event, etc.?

What materials have you already searched?

What do you hope to find? What *specific* information are you looking for?
