



Genealogical Society of Riverside
PO BOX 2557 Riverside, CA 92516-2557

Newspaper Research Request Form

Name: _____ Date: _____

Address: _____

City/State/Zip: _____

Phone and/or E-mail: _____

Name of person and/or event to be researched: _____

Date(s) of event: _____

Location of event: _____

Type of record requested: _____

Maximum willing to pay for research: _____

Additional information:

FEES AND SERVICES:

The base fee for all newspaper research, including obituaries, is **\$15**. **This fee is required in advance** and includes up to 30 minutes time, up to ten copies, and postage.

Please allow 6-8 weeks for a response.

Additional research fees will be assessed at \$15 per 30 minutes. Additional copies are assessed a fee of 25¢ per page plus postage.

Additional POSTAGE FEES:

11-25 copies..... additional \$1 51-100 copies..... additional \$3
26-50 copies..... additional \$2 101-150 copies..... additional \$4

Please note: In all cases, GSOR reserves the right to deny a request depending on condition of materials, staff availability, and in accordance with copyright restrictions.

We cannot guarantee that the information requested will be found, but we must still charge for the search time involved. Providing as much information as possible and the most accurate information possible will increase the likelihood of your records being found.

Additional research, copy, and postage fees will be billed to you. Your records will be mailed upon receipt of payment in full.

All requests for official marriage, birth, and death records should be directed to the County of Riverside Assessor – Recorder-Clerks. <http://www.asrclrec.com/recorder/birth.death.marriagerecords.aspx>

Check # _____ Amount: \$ _____	Sent to Volunteer: _____
Received by Treasurer: _____	Additional fees (if any): _____
Corresponding Secretary: _____ Log # _____	Returned to Requestor: _____