THE MONROE COUNTY HISTORICAL SOCIETY, INC.

Monroe County Historical Society, Inc. / Monroe County History Center
202 East Sixth Street, Bloomington, IN 47408
812-332-2517 www.monroehistory.org

Photo / Information Request

Name: _____ Date: _____

Address: _____

_____

Telephone (Main): _____ Telephone (Alt): _____

Email: _____

Describe the research topic with as much detail as possible e.g. 202 E. 6th St. *or* 6th & Washington Streets *or* History Center.

_____

_____

_____

_____

_____

Would like the information by: _____/_____/_____ Maximum hours of research prior to initial contact: _____

Any special requests or additional information:

_____

_____

_____

Fees:

Research and labor is $10 per hour and the first hour of research must be paid for prior to research beginning. All photos or scans of articles are $15 each for non-members and $12.00 for members. These will be placed on a CD at the cost of $1. It may be the responsibility of the individual to make image prints. The $10 initial payment may be refunded if no items are immediately found or request cannot be completed.

Please sign and date to acknowledge initial $10 payment and to begin research:

_____	_____	_____	_____
Patron's Signature	Date	Society Authorization	Date

Patron contacted to look at initial findings on: _____ Contacted by: _____

Items to be put on CD: _____

_____

_____

Patron contacted to pick up final product on: _____ Contacted by: _____

Total Fees:

# of Hours of Research	+	**# of Images on the CD**	+	**# of CDs**	=	**Total**
_____	+	_____	+	_____	=	
_____						

Updated 3-1-07