



Bunbury Historical Society Inc.

Research Request Form

Requesting Person's Information

Full Name: _____ Date: _____
Last First Second

Address: _____
Address Postcode

Phone: _____ Mobile: _____

Email: _____

Signature: _____

Detail of Research Request

(one item per form, photocopy blank form as needed)

We can assist with brief specific requests for information from our documents, images and library holdings - or offer advice on how you might proceed if we are unable to deal with your request.

Currently, we offer a reply by "snail mail" or by telephone. We can send an email if you supply your address. Thank you.

Research will be undertaken upon receipt of your request form (or a brief letter) + initial research donation + SSAE. (Stamped self-addressed envelope).

Note: More complex research may incur additional costs:-

- If you require an estimate of your costs in advance, please ask.
- If you wish to limit your research to a desired amount, please state.
- Costs for photographic images are additional to research fees.

An initial research fee of a donation is requested.

Please make cheque / money order / or direct deposit into our bank account to:
Bunbury Historical Society Inc.
BSB: 066-507 A/C 900 486

Your research report will then be despatched at our earliest convenience.

To make the most of our services, please let us know exactly what you are trying to achieve, and what you already know about the person / location / building / other (as it may be disheartening to pay us for research that you already have)

Do you wish to limit research time? Y / N

