



# Research Request

Newcastle Family History Society

PO Box 296, Jesmond, NSW 2299

[Email: nfhsresearcher@gmail.com](mailto:nfhsresearcher@gmail.com)

If you would like NFHS volunteers to research either a Topic or a Name on your behalf, please fill in the attached Form, Page 1, with your details. Page 2, with the Name or Topic information

Please note that the Society volunteers will commence research for you on receipt of the non-refundable fee. Volunteers will then spend 1 hour checking NFHS Resources. You will be advised of the fees for further research.

<p><b>Date:</b> _____</p> <p><b>Your Name:</b> _____</p> <p><b>Address:</b> _____</p> <p><b>Town/City:</b> _____</p> <p><b>State:</b> _____</p> <p><b>Post Code:</b> _____</p> <p><b>Email:</b> _____</p> <p><b>Signature:</b> _____</p> <p><b>Member/Non Member:</b> _____</p>
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**RESEARCH FEES: Research \$35.00 Initial Hour Search (per each Name or Topic)**

**\$35 per Additional hour or part thereof**

**FAMILY TREE COMPILATION \$50.00 per Hour (please see Separate Documentation)**

*Please Note: Your Research Request will also be listed in our regular NFHS Journal. This is covered by the Fee paid.*

## **METHOD OF PAYMENT**

**Payment is required in advance for Research done on your behalf, by forwarding the appropriate Fee. [All payments in Australian dollars].**

Payment: Direct Debit: BSB:650 000 - NFHS A/C No: 501 652 808 (Ref: Surname- F/History Research/Family Tree Compilation – Cash/Eftpos-NFHS Rooms only – Cheque- to NFHS PO Box. see above)

And advise by email that a payment has been made



## RESEARCH FORM

**Please note: - No Research will commence until the payment of \$35 per Surname/Topic has been received**

**Complete this form and either Email or Mail it to NFHS.**

I would like to submit my request for research to be carried out on my behalf by the volunteer researchers of the Newcastle Family History Society Inc.

**RESEARCH REQUEST: (please complete a separate Form per Name/Topic)**

**If you require information on a person, please fill in the following where known:**

**Person's name:** \_\_\_\_\_

**Birthdate and Place:** \_\_\_\_\_

**Marriage date and place:** \_\_\_\_\_

**Death date and place:** \_\_\_\_\_

**Father's name:** \_\_\_\_\_

**Mother's name:** \_\_\_\_\_

**Spouse's name:** \_\_\_\_\_

**TOPIC REQUEST/EXTRA NOTE (Please tell us what you have already tried so we do not spend time repeating work already conducted by you.)**