



Lehigh Valley Heritage Museum

432 West Walnut Street

Allentown, PA 18102

610-435-1074

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Research Request

Due to the personalized nature of historical research, we do not invoice for services rendered. Fees are payable in advance by check, charge, or money order with balance due on completion.

Request made by: _____ Date: _____

Address: _____

Phone #: _____ E-mail: _____

Research Request Name(s) or Topic(s): _____

(if additional space is required, please use reverse or a separate sheet of paper)

RESEARCH FEES:

- *All prices include up to four (4) black and white 8½ x 11 copies sent U.S. First Class within the country.*
- *Additional copies will be expensed at the rate of \$.50 per 8½ x 11 copy and postage at the prevailing first class rate. Larger size copy formats are available at higher rates.*
- *FINAL FEES MUST BE PAID PRIOR TO RELEASE OF MATERIAL. Major credit cards, money orders, or checks accepted. No cash payments.*

Lehigh County Historical Society Members: \$40.00—1st hour
 Membership expiration date: X \$30.00—each additional hour
 (must be completed)

Non-Members: \$50.00—1st hour
 \$35.00—each additional hour

Minimum charge for lookups (i.e. copy of marriage license)... \$30.00

We cannot invoice research fees. All requests are handled by a full-time research professional with extensive training and decades of experience handling our extensive collection.

Research Conducted by _____

Research Time Spent _____ Date Research Completed _____

Membership Verified _____ Total Fee Charged: _____

Form Completed by _____

(must be signed by staff)