

# ALABAMA DEPARTMENT OF ARCHIVES AND HISTORY

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Bldg. Hours: Mon – Sat from 8:30a – 4:30p ◦ Reference Room Hours: Tues – Sat from 8:30a – 4:30p

## Out-of-State Reference Request Form ♦ FEE: \$25 PER SURNAME

Reference Room Staff can provide a limited research service in the below categories for **ONLY ONE PERSON PER REQUEST**. To defer the costs of staff time, equipment usage, 25 scans/copies, and postage, *the above fee will be assessed and is non-refundable even if no information is found*. Copies beyond the first 25 will be \$0.25 per page. We will furnish you with a report and/or letter of further research recommendations at the conclusion of our search. *Please NEATLY FILL out the spaces on this form as Staff cannot assist you without this crucial information. Unless otherwise stated, copies will be delivered via US Postal Service.*

Full Name of Person to Research \_\_\_\_\_ Sex \_\_\_\_\_

County & Local District if known \_\_\_\_\_ Birth Year \_\_\_\_\_ Race \_\_\_\_\_

Spouses, if known \_\_\_\_\_

Father or Head of House \_\_\_\_\_ Mother \_\_\_\_\_

**FEDERAL CENSUS RECORDS:** *These are census records created by the federal government; some have been lost.*

1830 1840 1850 1860 1870 1880 1900 1910 1920 1930 1940 1950

**STATE CENSUSES AND OTHER POPULATION LISTS:**

Early Population Lists 1850 1855 1866 1867 Voter Registration 1875 Voter Registration

*Check no more than four boxes in total for the following categories; STAFF WILL ONLY SEARCH FOUR BOXES.*

**CONFEDERATE RECORDS**

ADAH Service Records  Subject Files, Topic/Folder: \_\_\_\_\_

Pension Applications  Regimental Histories, Regiment: \_\_\_\_\_

**MILITARY RECORDS:** *Militia records encompasses most pre-civil war conflicts involving Alabama residents.*

Revolutionary War  Spanish-American War  WWI Draft Cards & Service Records  WWII Draft Cards

Militia Records

**COUNTY COURTHOUSE & VITAL RECORDS:** *Records marked with (\*) are incomplete; those marked with (†) may be unavailable due to fire.*

*Many of these records may be housed elsewhere after 1930.*

\*Birth Records, 1881-1930  \*Death Records, 1881-1974, Year \_\_\_\_\_  †Marriage Records, Year \_\_\_\_\_

†Divorce, Year \_\_\_\_\_  †Wills/Probate Records, Year \_\_\_\_\_

**PUBLIC AND PRIVATE ALABAMA RECORDS**

Convict Records, 1850-1950  Surname Files  Subject Files, **EXACT** topic/folder: \_\_\_\_\_

Civil and County Officer Appointments, 1812-circa 1935  Newspapers: Be specific in notes

Private Manuscripts: Be specific in notes

Notes/other information, please describe your research question(s): \_\_\_\_\_

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Your Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Use Online Form if paying by credit Card. Please include Driver's License or ID number along with the state that issued it on the line above. \$30.00 fee for returned checks.