



Research-By-Mail Request

This service costs \$50 per hour

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Name _____ Date _____

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Research query: _____

Please note that the Research-by-Mail service is not intended as a substitute for a research visit to the ABHS archives. The service does not handle broad topical queries requiring in-depth research; nor will requests to photocopy entire collections, files, books, or original manuscripts be considered legitimate research-by-mail queries. However, a researcher may request an hour of research to determine the types and amounts of materials on a broad research topic in order to: 1) determine whether or not a research visit is warranted; or 2) construct a clearly focused question for a second hour of research-by-mail services.

Nature of research:

- Article Book Congregational History Course paper Dissertation Genealogy Masters' Thesis
- Staff Assignment Other (describe) _____

Please supply the following information about your research subject (where applicable):

Name of individual, agency, or congregation: _____ City, State _____

Do you know if the congregation changed its name or merged with another church? _____

If rural church, it may help to name nearby towns or the county. _____

Name of church association, if known: _____

Time period for search: _____ Mission field or other pertinent locations _____

Signed: _____ Date: _____

The cost of preserving Baptist historical materials and making them available to researchers is funded by mission giving and private gifts. The American Baptist Historical Society receives no public funds. Your \$50 US research fee helps us to continue to provide these services.

Please make your payment by credit or debit card on [our secure website](#) or by sending a check or money order for \$50 US payable to the American Baptist Historical Society to the address above, for the first hour of staff-assisted research. Be sure to mail or email this form to us when you submit your payment. **Please allow 6-8 weeks for us do to this research.**

For more information about the American Baptist Historical Society, and information on what you can – and can't – expect to find in Baptist records, visit the ABHS website at www.ABHSarchives.org and click on "For Researchers".