



RESEARCH REQUEST FORM

Please fill out the form completely.

Name:

Date of Birth:

Address:

Phone:

Email:

Organization/
Title:

PURPOSE OF REQUEST

Personal/Academic/
Professional Non-Profit

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Professional For-Profit

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RESEARCH REQUESTED

PLEASE BE AS SPECIFIC AS POSSIBLE

RESEARCH PREVIOUSLY COMPLETED

List sources already searched, including websites and other research facilities

BEFORE SUBMITTING YOUR RESEARCH REQUEST

We recommend utilizing the following resources first:

- Ancestry (public records, military records, census up through 1950)
www.ancestry.com
- Newspapers.com (National and International Newspapers, word searchable)
www.newspapers.com
- Property and Land Records (Mohave County Recorder's Office)
www.mohave.gov/departments/recorder/
- Active mines in Arizona (Arizona Geological Survey)
uagis.maps.arcgis.com/
- Arizona Memory Project (Word searchable database of Arizona archives)
azmemory.azlibrary.gov/

Research Request Policies

- Some research requires a research and/or copy fee. MCHS staff will notify you of this before beginning your request.
- A usage agreement is required for photos, film, original documents, and any other items owned by MCHS.
- Submitting a Research Request is not a guarantee of results or access to materials. Some items in our archives are not available to the public due to subject matter, privacy concerns, or item condition. Some items may only be viewed at our archives and cannot be copied or photographed. It is up to the discretion of MCHS to determine those items on a case-by-case basis.
- Research Requests are completed on a first come-first serve basis. MCHS cannot guarantee a specific turn-around time, but we will do our best to complete your request in a timely manner.
- MCHS is an Independent Non-profit organization, dedicated to promoting historical research. We are not a government entity and we do not provide registered or notarized copies of any material in our archives.
- Those wishing to complete in-person research must make an appointment with our Archives Curator. This allows us sufficient time to pull your requested items and assist you as needed.

Kara Allen, Archives Curator
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