We will be glad to conduct an initial 30-MINUTE search for you free of charge. Photocopies of documentation are a separate fee. Please visit our website [***www.hchsmd.org***](http://www.hchsmd.org)for a full list of our fees.

Requestor Information (complete 2-page form or attach previous documentation):

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | |  | | |  | | | | **Today’s Date:** | | | | | |
| * **Walk-In** | * **Phone** | | | * **E-Mail** | | * **U.S. Mail** | | * **Other:** | | | | | | |
| **Name:** | | | | | | | | | | | | | | |
| **Street Address:** | | | | | | | | | | | | | | |
| **City:** | | | **County:** | | | | **State:** | | | | | **Zip:** | | |
| **What is the best way for us to contact you? (Provide all that are applicable):** | | | | | **Home Phone:** | | **Cell Phone:** | | | | | **E-mail:** | | |
| **Are you a member of the Howard County Historical Society?** | | | | | | | | | **Yes** | **No** | **No, but interested in information about membership** | | | |
| **Research Topic (be as specific as possible):** | | | | | | | | | | | | | | |
| **Have you contacted the Howard County Genealogical Society at** [**www.hcgsmd.org**](http://www.hcgsmd.org) **or called them at 410-381-6797?** | | | | | | | | | | | | | **Yes** | **No** |

**Please provide as much detail as possible regarding your research topic by completing to the best of your knowledge the following additional sections:**

**Other Relationships of Individual to aid in research:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Relationship to Individual** | **Name** | **Date of Birth** | **Date of Death** |
| Father |  |  |  |
| Mother |  |  |  |
| Step-father |  |  |  |
| Step-mother |  |  |  |
| Sibling |  |  |  |
| Sibling |  |  |  |
| Sibling |  |  |  |
| Sibling |  |  |  |
| Child |  |  |  |
| Child |  |  |  |
| Child |  |  |  |
| Child |  |  |  |
| Other |  |  |  |
| Other |  |  |  |
| Other |  |  |  |
| Other |  |  |  |
| Other |  |  |  |

**Howard County Residence Information**

|  |  |
| --- | --- |
| What town or area did they live in? |  |
| What dates did they live in the area? |  |
| Do you have an address (street) for where they lived? |  |
| What Church did they attend? |  |
| What school did they attend? Year? |  |
| Do you know the race, religion or other pertinent information (e.g., farmer, merchant, nurse, seamstress) of the person to be researched? |  |
| If buried in Howard County, please provide cemetery name: |  |

**For Office Use (To be completed by Volunteer Researcher):**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Date** | | | | **Time** | **Researcher** |
| **Research Initiated:** |  | | | |  |  |
| **Research Completed:** |  | | | |  |  |
| **Is there any further follow-up needed?** | | **Yes** | **No** | **If answer is yes, please explain:** | | |
|  | | | | | | |