

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

In State Reference Request Form ♦ FEE: \$15 PER SURNAME

For those unable to visit the Archives, Reference Room Staff can provide limited researched service in the below categories for **ONLY ONE SURNAME PER REQUEST**. To defer the costs of staff time, equipment usage, 20 scans/copies, and postage, *the above fee will be assessed and is non-refundable even if no information is found*. We will contact you regarding any copies beyond the first 20, and those 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.*

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*

1820 1830 1840 1850 1860 1870 1880 1900 1910 1920 1930 1940

STATE CENSUSES AND OTHER POPULATION LISTS

Pre-statehood population lists 1820 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: *Those marked with (*) are incomplete and do not reflect every instance of the event within the given time period; those marked with (†) may be unavailable due to courthouse fire.*

*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 you research question(s): _____

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.