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## *St. Louis Genealogical Society*

<www.stlgs.org>

### **StLGS Time-Based Research Request Form**

Thank you for contacting the St. Louis Genealogical Society. Before submitting your request, please read the information contained in the paragraphs below, which will help you to determine whether this is the proper avenue to pursue for your research. To allow us to contact you, please provide the following information. (*Please print*):

Your Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Phone \_\_\_\_\_ Prefer phone or e-mail \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

#### **St. Louis Genealogical Society Time-Based Research Information—St. Louis Area**

*Please read this section before filling out the forms below.*

Research work for complicated requests is more suited to a fee based on the time involved. Under the look-up service, for example, it would be appropriate to locate and copy a city marriage record. Under the time-based research service, the task might be to look for all local St. Louis/St. Louis County records for an individual: birth, baptism, marriage, death, burial, cemetery, etc. Other examples of this more engaging research would be to put together the same information for a family group sheet where the information was desired for more than one individual or to search for a location and church connection for an individual or family. This could involve placing the individual in a neighborhood using census or city directories. Then the StLGS researcher might examine religious records to identify where the family attended services and, if successful, extract related family information. Yet another example would be trying to locate the place of origin in Europe for an individual from St. Louis resources.

The fee for this new service is \$20/hour for a StLGS member and \$30/hour for non-members. There is a four-hour minimum required to initiate a request. Results are based on the time involved and results cannot be guaranteed. The work will be done under general procedures established by certified genealogists who are members of the Society. The research work is completed by volunteers and all of the proceeds go to the St. Louis Genealogical Society.

Please answer as much of the information requested and/or send in a clear statement of the information you are seeking along with a one or two page statement of what you already know on the individual or family in order to minimize any wasted expense rediscovering what has already been discovered. Include the source of the information you have, whether it be a census record, family history, family records, court records, etc.

## Time-Based Research Information: Page 2

For example (A) Evidence of an individual's presence in St. Louis—birth, baptism, marriage, death, burial, cemetery, other—include what you know: name of individual, parents, known siblings, exact or approximate birth, exact or approximate death, known marriage/children, description of general search desired, or specific information desired.

Name of individual \_\_\_\_\_

Date of birth/death/marriage \_\_\_\_\_

Religion \_\_\_\_\_ Place of birth \_\_\_\_\_

Known residences (area, town, street?) \_\_\_\_\_

Parents and/or children's names \_\_\_\_\_

\_\_\_\_\_

Additional information about this individual \_\_\_\_\_

\_\_\_\_\_



For example (B) Evidence of a family's presence in St. Louis—birth, baptism, marriage, death, burial, cemetery, etc. Request to develop a group sheet for the head of the household. Include what you know: name of head of household, spouse or spouses, parents, known children and ages, exact or approximate birth of parents, exact or approximate death of parents, known marriages of children—description of general search desired or specific information desired.

Name of Couple \_\_\_\_\_

Dates of birth/death/marriage \_\_\_\_\_

Religions \_\_\_\_\_ Places of birth \_\_\_\_\_

Known residences (area, town, street?) \_\_\_\_\_

Parents and/or children's names \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Additional information about this individual \_\_\_\_\_

\_\_\_\_\_



### Time-Based Research Information: Page 3

For example (C) Evidence of Neighborhood and Religious Parish or Community—locate and extract family information if available (most evidence available in Catholic, Lutheran, and UCC registers). Include what you know: name of head of household, spouse or spouses, parents, known children and ages, exact or approximate birth of parents, exact or approximate death of parents, known marriages of children; description of general search desired or specific information desired, a copy of the parish or religious community history will be included if available.

Name of Individual \_\_\_\_\_

Date of birth/death/marriage \_\_\_\_\_

Religion \_\_\_\_\_ Place of birth \_\_\_\_\_

Known residences (area, town, street?) \_\_\_\_\_

Parents names, religion, marriage information \_\_\_\_\_

\_\_\_\_\_

Children's names, marriages \_\_\_\_\_

Additional information about this individual \_\_\_\_\_

\_\_\_\_\_

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For example (D) Identifying the place of origin in Europe from St. Louis records include the individual's name, first known appearance in the St. Louis area, religion, and other travel companions.

Name of individual \_\_\_\_\_

Nationality, if known \_\_\_\_\_

Religion \_\_\_\_\_ Estimated birthdate \_\_\_\_\_

Family members that came together \_\_\_\_\_

\_\_\_\_\_

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**Time-Based Research Information: Page 4**

Describe other St. Louis research desired (E). \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Send your request along with your check for \$ 80.00 for members (\$ 120.00 for non-members) to:

St. Louis Research Services  
St. Louis Genealogical Society  
P.O. Box 43010  
St. Louis, MO 63143



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