



## Local History Request

We are happy to offer research services to those individuals interested in obtaining genealogical and historical data but live outside of St. Joseph County or who are homebound.

Please read the following instructions.

**Step 1** Complete the following.

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

Street \_\_\_\_\_

City, State, and Zip. \_\_\_\_\_

Email \_\_\_\_\_

**Step 2** Any request that cannot be found in an index and requires research will be charged a \$10.00 fee. Staff members will spend up to one hour evaluating each research request. Because research takes time, you will be charged whether we find information or not.

Name/family: \_\_\_\_\_

Time period to be covered by the search: \_\_\_\_\_

County/Geographic area: \_\_\_\_\_

Case/Problem statement: Please be concise.

**Step 3** Please send this form, a check made payable to: Mishawaka Penn Harris Public Library and a self-addressed stamped envelope.

**Step 4** Submit form to:  
Heritage Center,  
Mishawaka Penn Harris Public Library  
209 Lincoln Way East, Mishawaka, Indiana 46544  
Estimated delivery time is 2- 3 weeks.