

# Photocopy Order Form: Birth, Baptism, Marriage & Death Records or Notices

**Copy requests must be pre-paid.**

Date: \_\_\_\_\_

Person submitting request form: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ E-mail: \_\_\_\_\_

Please fill in the applicable information requested below when requesting a copy of a birth, baptism, marriage or death notice/record. The fee for making and sending a copy is \$4.00 per notice or record, which covers the search service, photocopying charge, mailing and handling costs.

[Submit a separate order form for each request.](#)

Database Name	
Index Number	
Name from database	
Residence	
Birth/Baptism/Marriage/Death Date	
Notice/Announcement Date	
Page	
Notes	
Source	

Make your check payable to Columbia County Historical & Genealogical Society or CCHGS.

Please allow 2 weeks to fill your order.

Mail to:

Columbia County Historical & Genealogical Society  
225 Market Street, P.O. Box 360  
Bloomsburg, PA 17815.

Enclosed is my check for \$ \_\_\_\_\_ for a combined order for \_\_\_\_\_ requests.