

RESEARCH SERVICE

- Genealogical

- Historical

- Columbia County Courthouse Records

1. Since the Society does not have a paid staff, it relies on the work of its volunteers to provide the research service.
2. The service includes genealogical and historical research subjects depending upon the number of available volunteers, kind of research, and the amount of time to complete the specific project. The researcher will utilize various resources available in the Society's library collection. The following are some examples: county histories, family histories, church records, cemetery records, surname files, tax lists, census records, naturalization records, death and marriages notices from certain county newspapers. This list does not mean to imply that the research would necessarily be limited to those items enumerated.
3. Society is also instituting a new research service limited to finding the following records in the Columbia County Courthouse: marriage licenses, wills, and deeds.
4. Please be complete in providing the information requested on the historical, genealogical, Columbia County records research forms. A full and detailed description of your research request is very important in helping the researcher to find the information you are requesting.
5. Fill out a separate research request form for each specific research request.

Columbia County Historical & Genealogical Society
225 Market St., P. O. Box 360, Bloomsburg PA 17815-0360
Email: research@colcohist-gensoc.org
Telephone: 570-784-1600



GENEALOGICAL RESEARCH REQUEST FORM

Provide the following information if it is available.

Name of person to be researched: _____

Birth date: _____ Place of birth: _____

Death date: _____ Place of death: _____

Spouse name: _____

Birth date: _____ Place of birth: _____

Death date: _____ Place of death: _____

Marriage date: _____

Description: Please be specific as to what kind of information you want the researcher to find. For example, if you know the names of the parents, siblings, town or township where they lived, church attended, cemetery where buried, etc., please provide this information.

If you need additional space, please use the back of this sheet.

You may want to send a letter or an e-mail (research@colcohist-gensoc.org) if you have questions as to whether or not the Society would likely have the resources that could provide the kind of information that you are trying to find.

The research fee is \$15.00 for the first hour. It must be prepaid and returned with this form. If extra time is needed to complete the research project and authorized, the additional hourly rate is \$10.00. You will be billed a copy charge of 30¢ per page and mailing cost. Please allow four to six weeks for a reply.

Person submitting request form: _____

Address: _____ Telephone: _____

City: _____ State: _____ Zip: _____ E-mail: _____

Enclosed is my check for \$ _____ for the first hour of genealogical research service.

With your permission, may we pass your name and information on to others who are researching this last name? Yes, I give you permission.

Please sign here. _____ Date _____

HISTORICAL RESEARCH REQUEST FORM

Person submitting request form: _____

Address: _____ Telephone: _____

City: _____ State: _____ Zip: _____ E-mail: _____

Please provide a full and detailed description of the historical research topic. Be specific in indicating the kind of information you hope the researcher could find.

If you need additional space, please use the back of this sheet.

You may want to send a letter or an e-mail (research@colcohist-gensoc.org) if you have questions as to whether or not the Society would be able to undertake your research request, have the resources that could provide the kind of information that you are trying to find, and an estimate for the number of hours that would be needed.

The research fee is \$15.00 for the first hour. It must be prepaid and returned with this form. If extra time is needed to complete the research project and authorized, the additional hourly rate is \$10.00. You will be billed a copy charge of 30¢ per page and mailing cost. Please allow four to six weeks for a reply.

Enclosed is my check for \$ _____ for the first hour of historical research service.

**REQUEST FORM FOR A MARRIAGE LICENSE
COLUMBIA COUNTY COURTHOUSE**

Person submitting request form: _____

Address: _____ Telephone: _____

City: _____ State: _____ Zip: _____ E-mail: _____

Please provide as much information as possible when requesting a copy of a marriage license. Columbia County began issuing marriage licenses in 1885. Starting in 1913 whenever either the groom or bride was not twenty-one years old, the parents needed to sign a consent form.

The fee for finding the license, copy of the license, parental consent form, if one existed, and postage for each marriage license is \$10.00. It must be prepaid before any research is undertaken and is not refunded if there is no marriage license. If the number of pages exceeds three, there is an extra charge of \$1.50 for each additional page. Allow four to six weeks for a reply. Please submit a copy of this form for each request of a marriage license.

Columbia County Marriage License

Groom's Name: _____

Residence: _____

Bride's Name: _____

Residence: _____

Date of Marriage: Year _____ Month _____ Day _____

Enclosed is my check for \$ _____ for _____ copy/copies of marriage license(s).

Make your check payable to Columbia Co. Hist. & Gen. Society.

**REQUEST FORM FOR A WILL
COLUMBIA COUNTY COURTHOUSE**

Person submitting request form: _____

Address: _____ Telephone: _____

City: _____ State: _____ Zip: _____ E-mail: _____

Please provide as much information as possible when requesting a copy of a will from the Columbia County Courthouse. By an act of the Pennsylvania General Assembly on March 22, 1813, Columbia County was created from Northumberland County. After this date the will of a person who lived in Columbia County at the time of death would have, most likely, been filed in the Register and Recorder Office in the Columbia County Courthouse.

Columbia County Wills

Full name: _____

Residence, township or town: _____

Year of death: _____

Names of family members: _____

Please provide any other information that would be helpful to the researcher about the individual whose will you want to find.

The fee for finding a will, copy of the will, and postage is \$15.00. It must be prepaid before any research is undertaken and is not refundable if there is no will in the courthouse. If the number of pages exceeds five, there is an extra charge of \$1.50 for each additional page. Please submit a copy of this form for each request of a will. Allow four to six weeks for a reply.

Enclosed is my check for \$ _____ for _____ copy/copies of will(s).

Make your check payable to Columbia Co. Hist. & Gen. Society.

**REQUEST FORM FOR A DEED
COLUMBIA COUNTY COURTHOUSE**

Person submitting request form: _____

Address: _____ Telephone: _____

City: _____ State: _____ Zip: _____ E-mail: _____

Please provide as much information as possible when requesting a copy of a deed from the Columbia County Courthouse. By an act of the Pennsylvania General Assembly on March 22, 1813, Columbia County was created from Northumberland County. A person, after this date, who lived in Columbia and owned real estate (landed property), would have had the deed or land title filed at the Register and Recorder Office in the Columbia County Courthouse.

Columbia County Real Estate Deeds

Name or names of property owner(s): _____

Location of property, township or town: _____

Approximate year of acquisition: _____

Please provide any other information that would be helpful to the researcher about the property and/or owner(s).

The fee for finding a deed, a copy of the deed, and postage is \$15.00. It must be prepaid before any research is undertaken and is not refundable if there is no deed found in the courthouse. If the number of pages exceeds five, there is an extra charge of \$1.50 for each additional page. Please submit a copy of this form for each request of a deed. Allow four to six weeks for a reply.

Enclosed is my check for \$ _____ for _____ copy/copies of deed(s).

Make your check payable to Columbia Co. Hist. & Gen. Society.