

Research Services

1. The Columbia County Historical & Genealogical Society is a volunteer-run organization. Therefore, research services are offered as time and resources allow. We appreciate your patience and understanding.
2. Our services include genealogical and historical research utilizing resources available in the Society's collection. Examples of these resources include, but are not limited to:
 - Regional histories
 - Church records
 - Cemetery records
 - Surname files
 - Tax lists
 - Census records
 - Naturalization records
 - Birth, baptism, death, and marriage notices
3. Additionally, we perform limited research at the Columbia County Courthouse to locate the following record types:
 - Marriage licenses
 - Wills
 - Deeds
4. Please be complete in providing the information requested on the research forms. A full and detailed description of your research request is important in helping the researcher find the information you are requesting.
5. Please fill out a separate research request form for each specific research request.
6. Research fees are non-refundable in the event of volunteers are unable to answer questions or find relevant information. This is to cover the time and effort spent by volunteers, and we will not confirm possession in our collection before payment. **We recommend using our search database on our website before sending a request** to ensure we have information and speed up the research process. Our website is not all-inclusive.
7. Please allow four to six weeks for a reply.
8. Make your check payable to **Columbia Co. Hist. & Gen. Society** or **CCHGS**.

Columbia County Historical & Genealogical Society
50 West Main Street, Bloomsburg PA 17815-0360
Email: research@colcohist-gensoc.org
Telephone: 570-784-1600

REQUEST FORM FOR BIRTH, BAPTISM, MARRIAGE, AND DEATH RECORDS AND NOTICES

Please provide as much information as possible when requesting records or notices. Fee is non-refundable in the event of sending records or notices based on unclear or incorrect information provided. Documents may appear in different formats, ex: newspaper articles, obituaries, certificates, etc. **Marriage licenses are not included in this form/price.**

Record/Notice Type: _____ Birth _____ Baptism _____ Marriage _____ Death

Name of Person to be Researched: _____

Birth date: _____ Place of birth: _____

Death date: _____ Place of death: _____

Residence: _____

Name of Spouse: _____ Marriage Date: _____

Birth date: _____ Place of birth: _____

Death date: _____ Place of death: _____

Approx. Date of Record/Notice: _____ Year _____ Month _____ Day

Notes: _____

For additional space, please use new pages

Please check if you have already used these resources:

_____ Ancestry.com _____ Newspapers.com _____ FindaGrave.com _____ Other: _____

Have you referred to our online database found on our website? _____ Yes _____ No

Please use a New Form for each Record/Notice Request

The fee for finding the record/notice, copies, and postage for **each** record/notice is \$4.00. It must be prepaid before any research is undertaken and it is non-refundable if we cannot find/if there is no record/notice. Please refer to our database found on our website before sending a request. Payments may be made via PayPal, by calling the front desk at 570-784-1600, cash or check via mail with this form, or in-person with cash, credit card, or check. **Fee applies to CCHGS members and non-members.**

Name: _____ Member: __ Y __ N

Address: _____ Date: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

I wish to have copies returned to me via: _____ In-Person Pickup _____ Email _____ Mail

\$ _____ Total Payment

September 2025