

# 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](mailto:research@colcohist-gensoc.org)**  
**Telephone: 570-784-1600**

# REQUEST FORM FOR NATURALIZATION RECORDS

Please provide as much information as possible when requesting naturalization records. Information may include Petitions for Naturalizations, Declarations of Intentions, and/or Certificates of Arrival. Fee is non-refundable in the event of sending records based on unclear or incorrect information provided.

Name of Person to be Researched: \_\_\_\_\_  
Birth date: \_\_\_\_\_ Place of birth: \_\_\_\_\_  
Death date: \_\_\_\_\_ Place of death: \_\_\_\_\_  
Additional Name(s): \_\_\_\_\_  
Date of Immigration: \_\_\_\_\_ Year \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_  
Date of Naturalization: \_\_\_\_\_ Year \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_  
Occupation(s): \_\_\_\_\_  
Name of Spouse: \_\_\_\_\_ Marriage Date: \_\_\_\_\_  
Birth date: \_\_\_\_\_ Place of birth: \_\_\_\_\_  
Death date: \_\_\_\_\_ Place of death: \_\_\_\_\_  
Additional Name(s): \_\_\_\_\_  
Date of Immigration: \_\_\_\_\_ Year \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_  
Date of Naturalization: \_\_\_\_\_ Year \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_  
Occupation(s): \_\_\_\_\_  
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 Naturalization Request, including Spouse, Children, etc.**

The fee for finding naturalization records and a copy of the first page of each record type is \$5.00 for **each request**. It must be prepaid before any research is undertaken and it is non-refundable if we cannot find/if there is no naturalization record. Please refer to our database found on our website before sending a request. Each page after the first page of the record will be charged \$1.00, and a postage fee of \$2.00, if applicable. Notice of these additional charges will be sent, and payment is required before forwarding your copies. 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. **Fees 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 (with postage fee)  
\$ \_\_\_\_\_ Total Payment (not including copies or postage)