

# Easton Area Public Library Church and Cemetery Records Photocopy Request Form

Submit by:

1. Type the required information in the boxes below. The source codes are printed in red type in the indexes. Include the entire code and the page number. **EXAMPLE N10E13C (14)**

**Double check the source codes. The library will not research incorrect citations.**

2. Print the completed form.

3. Enclose a self- addressed, stamped envelope . (Requests over five pages require additional postage. UP to five pages = one 50¢ stamp ; Six to Ten pages = two 50¢ stamps.)

4. Make check or money order payable to Easton Area Public Library. Cost is \$1.00 for for each copy ordered. Limit is 10 pages.

5. **Send to : Marx Room, Easton Area Public Library, 515 Church Street, Easton PA 18042-3587.**

6. Please allow 2 - 4 weeks for processing. Note that we are unable to process any request via email, fax or telephone.

LAST NAME  FIRST NAME  Source and Page

LAST NAME  FIRST NAME  Source and Page

LAST NAME  FIRST NAME  Source and Page

LAST NAME  FIRST NAME  Source and Page

LAST NAME  FIRST NAME  Source and Page

LAST NAME  FIRST NAME  Source and Page

LAST NAME  FIRST NAME  Source and Page

LAST NAME  FIRST NAME  Source and Page

LAST NAME  FIRST NAME  Source and Page

LAST NAME  FIRST NAME  Source and Page

Total number of Pages requested

Total Amount Enclosed

Name

Address

City  State  Zip Code