

# RESEARCH GUIDELINES

**MGS does not accept research requests via email or phone. Following the guidelines below, mail request and payment to:**

**Mobile Genealogical Society  
P O Box 6224  
Mobile, AL 36660-6224**

Mobile Genealogical Society, Inc. provides the following family history research services.

**Basic:** Includes thirty minutes researching local directories, member data, vertical files and other material we have available in the MGS library. This will be for **ONE** person, date or article.

**Basic:** \$15.00 **plus** \$0.20 per page copied, or  
\$5.00 Death Certificates 1876-1908

**In-Depth:** Includes research of local county and city records, libraries, historical organizations, college archives, newspapers and other family history repositories (*not in the MGS Library*). **Research will not be performed outside of the city of Mobile.** Data we typically provide are vital records (birth, death, divorce and marriage), obituaries, court records (deeds, wills and administrations, orphans, etc.), residency records (census, tax records and city directories), cemetery and funeral records and Civil War information.

**In-Depth:** \$25.00 per hour, **plus**  
\$0.20 per page copied  
\$1.00 Court House records (per page copied)  
\$15.00 Health Department records (certified), and  
\$6.00 for additional copies of the same record

To have MGS provide research, please mail a check (payable to Mobile Genealogical Society) to cover the requested research. If we cannot complete your research in the allowed time, we will contact you for instructions before proceeding further. **Please expect 6-8 weeks for delivery.**

Your request must be as specific as possible and provide as much information as you can on the person, date or article you want (names, dates, record types and location). You should **PRINT** your data, include a self-addressed, stamped return envelope and include your email address.

We are a non-profit, volunteer organization and partially rely on donations to enable us to provide the research activity. Consider making a donation if we help you in your family history quest.

Revised January 7, 2011