

List of Record Searchers for Warwickshire County Record Office

Application Form

The fee for inclusion on the list of record searchers is £25 (one off payment). Record Office staff will include the list of researchers when responding to enquiries when it is deemed appropriate. Copies of the leaflet will be available for the public to pick up at the record office and details will be available on our website.

Name:

Address:

Email:

Areas of Interest: (No more than 15 words – see examples in table below)

Latin/French: (Put L or F, some L or some F, no L or no F, or leave blank)

Circle Relevant Key Subjects Below:

Family History = FH

House History = HH

Local History = LH

Other = O [For more specific details see column for areas of interest]

Example

Name	Address	Contacts	Areas of Interest and Relevant Qualifications	Latin/French	Key Subjects
Jo Bloggs	23, Acacia Avenue, Oldtown	01926 654578 jbloggs@yahoo.co.uk	All of Warwickshire, FH only Member of AGRA	Some L	FH
A.N.Other	6, New Street, Hamletsville	01964 543987	Warwickshire and Northamptonshire	L and F	FH, HH
Mrs. Miggins	Flat 3 Metro City	01453 679034	Warwicks and Coventry. Additional interest in military records	No L or F	FH, LH, O

Please read the following points carefully

- ❑ This is a list of individuals who have notified their willingness to undertake archive research at Warwickshire County Record Office on behalf of a client.
- ❑ Inclusion on the list does not indicate that the person named has any particular level of competence to undertake archival research.
- ❑ WCRO is unable to accept any liability whatsoever for the competence or performance of individual researchers.
- ❑ WCRO reserves the right to refuse to include any applicant or to remove or amend an entry in their absolute discretion and for any reason.
- ❑ All negotiations including those about fees between the enquirer and the searcher shall be direct.
- ❑ Record searchers must be prepared to work themselves at WCRO and not expect the staff to undertake the research on their behalf.
- ❑ Record office staff can only provide copies of published material or non-public records for the benefit of the individual requesting the copy and not **knowingly** for a commercial purpose.

Cheques payable to: Warwickshire County Council

I have paid my subscription fee and accept the terms as laid out in the leaflet above:

Signature:

Date:

A letter of confirmation will be sent to your address.

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Ends on the last day of:

How your information may be used: We work with partners to provide you with public services. To do this, we may need to share your information. We will do this in a way that protects your privacy. Please let us know when any of your contact details change. You have the right to know what information we hold about you and we try to make sure it is correct. If you would like further information, visit our website: www.warwickshire.gov.uk/privacy; or contact our Customer Service Centre at Warwickshire County Council, Shire Hall, Warwick, CV34 4SA; Telephone: 01926 410410