

Spartanburg County Public Libraries

Local History General Research Request

Name: _____

Mailing Address: _____

Email Address: _____

Phone Number (with area code): _____

Research Request: _____

General Research Requests

Types of general research requests include:

- Checking probate and land indexes for specific names
- Searching S.C. Compiled Service Records for specific Confederate soldiers
- Checking newspaper index of the Spartanburg Herald and Herald-Journal (not available online) for specific articles

The fee for general research is \$5.00 service fee per request and 50¢ per photocopied page (includes shipping & handling).

Processing Information

For all requests and orders, **please allow approximately two weeks to receive copies or digital files.**

Prepayment is required for these requests. Check or money orders are accepted. Credit card payments are accepted onsite at the Headquarters Library at the Circulation Department or the Library Store. Rush orders are accepted for processing within 3 business days; additional rush charges apply.

Please make check or money order out to Spartanburg County Public Libraries and mail, along with completed form to: Kennedy Room Clerk, Spartanburg County Public Libraries, 151 South Church Street, Spartanburg, SC, 29306.