



DOUGLAS COUNTY
HISTORICAL SOCIETY
SUPERIOR, WISCONSIN
est. 1931

1101 John Avenue, Superior, Wisconsin 54880
715-392-8449 www.douglashistory.org
dchs@douglashistory.org

Research and Archive Request

The Douglas County Historical Society is pleased to help you with your request for information.

The fee is \$20 for 1 hour of research time. Photo copies of documents or digital copies are \$1 per page
Reproductions of photos are (8x10) \$10, Digital copy \$5. Sizes larger than 8x10 are available.

This form must be filled out completely before research will be started. All rights of photos are reserved by DCHS and are for a one time use. They may be reproduced under the following guidelines: 1) written permission from DCHS; 2) they must not be sold, rented or leased; 3) the following credit will be printed under each reproduction " From the collection of the Douglas County Historical Society".

Subject to the above listed policy:

Permission is requested for the following:

Archival Research
Photographic Reproduction

Date of initial request: _____

Requested Completion Date: _____

Name: _____
(Please print clearly)

Telephone: _____

Address: _____ City: _____ State: _____ Zip: _____

Email (optional): _____

Enclosed payment: _____

Request: Please give us as much detail about your request as you can. (names, topic, history, topic of photo, etc.) Be specific and use the back of the sheet if you need more space.

What is the purpose for this research request?

<input type="checkbox"/> Personal	<input type="checkbox"/> Advertisement	<input type="checkbox"/> Film/Video
<input type="checkbox"/> Exhibit & Location	<input type="checkbox"/> Book	<input type="checkbox"/> Other _____
<input type="checkbox"/> Publication	<input type="checkbox"/> Newspaper	

Title: _____ Publication: _____ Author: _____

Date of publication: _____ Publisher/Editor: _____ Circulation #: _____

I have read and understand and accept the terms of use and agree to pay the fees stated in DCHS policy as well as any legal fees incurred by DCHS if terms are not followed.

Signature: _____ Date: _____