

**WHITEHORSE HISTORICAL SOCIETY INC.**  
**RESEARCH REQUEST FORM**



Name: .....

Postal Address: .....

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Phone: .....

Email: .....

**Details of research required:**

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**Any details that may assist us in locating the information required:**

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**Researcher use only:**

Date received:     /     /

Date replied:     /     /

Total hours spent:

Amount received:

Researchers:

Other

## RESEARCH FEES

“Walk -in” research up to 1 hour	\$10
Phone, mail, email and Facebook research	\$15 for first hour \$10 per additional hour
Black and white photocopying (up to 5 pages) and transfer of digital files to own medium inclusive.	
Colour copying 25 cents per page	
Black and white copying (in excess of 5 pages) 10 cents per page	
No research charge for Members. Colour copying charges apply.	

***Conditions will be negotiated for any commercial use of research or photographs.***

## RETURN FORM TO:

Whitehorse Historical Society Inc.  
PO Box 272  
Mitcham VIC 3132

Email: [whitehorsehistory@hotmail.com](mailto:whitehorsehistory@hotmail.com)

## FOR ASSISTANCE:

Phone: (03) 9873 4946 Wednesday between 10am and 3pm. Answering machine messages will be checked weekly on a Wednesday.

## PAYMENT DETAILS:

Please return the form and payment for a minimum one hour of research (\$15)

A researcher will contact you if additional time is needed to fulfil your research and estimate will be given at that time.

Please make cheque or money order payable to **Whitehorse Historical Society Inc.**

## For Electronic Funds Transfer:

BSB: 063 146      Account No. 1026 9092

Please use your surname as reference

**Whitehorse Historical Society Inc. is run entirely by volunteers.**

**Please include “Photograph/s courtesy of the Whitehorse Historical Society Inc”  
when using images publicly.**

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