



**PRESERVATION RESOURCE CENTER (PRC)  
RESEARCH AGREEMENT FORM**

**Galveston Historical Foundation at Shearn Moody Plaza**

**123 25<sup>th</sup> Street**

**Galveston, Texas 77550**

**Phone: (409) 765-3453**

**Email: [jami.durham@galvestonhistory.org](mailto:jami.durham@galvestonhistory.org)**

All persons requesting use of the resources of Galveston Historical Foundation's Preservation Resource Center (PRC) must complete this form. PRC staff provides limited reference service for a fee of \$40 per 30 minutes of research for individuals and non-profits and \$80 per 30 minutes for media/commercial entities.

Please type or print clearly.

The information provided will help staff assist you in your request.

**Date** \_\_\_\_\_ **Name** \_\_\_\_\_

**Street Address** \_\_\_\_\_

**City/State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Email** \_\_\_\_\_

**Subject of Research** \_\_\_\_\_

---

---

---

---

---

**Purpose of Research** (check all that apply)

- |                                              |                                              |                                        |
|----------------------------------------------|----------------------------------------------|----------------------------------------|
| <input type="checkbox"/> Historical research | <input type="checkbox"/> Literary research   | <input type="checkbox"/> Genealogy     |
| <input type="checkbox"/> School Project      | <input type="checkbox"/> Dissertation/Thesis | <input type="checkbox"/> Local history |
| <input type="checkbox"/> Other               |                                              |                                        |
- 

**Publication Plans** (if any)

- |                                                    |                                                     |                                  |
|----------------------------------------------------|-----------------------------------------------------|----------------------------------|
| <input type="checkbox"/> Journal article           | <input type="checkbox"/> Newspaper/magazine article | <input type="checkbox"/> Book    |
| <input type="checkbox"/> Film/video                | <input type="checkbox"/> Sound recording            | <input type="checkbox"/> Exhibit |
| <input type="checkbox"/> Web page/Internet display | <input type="checkbox"/> N/A                        |                                  |
| <input type="checkbox"/> Other                     |                                                     |                                  |

**By my signature below, I submit my request for research assistance and agree to comply with the regulations set forth above, in order to use material in the custody of Galveston Historical Foundation's Preservation Resource Center.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

**FOR ADMINISTRATIVE USE ONLY:**

Request filled by \_\_\_\_\_  
GHF Representative

Date \_\_\_\_\_ Total Time Spent Researching \_\_\_\_\_

Amount Due \_\_\_\_\_ Payment Method:    Cash        Check        Credit Card