

Authorization and Fee Schedule

Due to the increasing number of research inquiries by mail and the consequent demands upon staff time, we regret that it has become necessary to levy a fee for this work, whether or not the required information has been found.

Please be advised that our research fee schedule is as follows:

Basic Research Question:

Research to involve less than 15 minutes of staff time and only one source or three exact date look-ups (newspaper, cemetery).
\$10.00

Complex Research Question:

Research to involve not more than 60 minutes of staff time.
\$25.00

Extensive Research Question:

Research to involve one or more hours.
\$20.00 per hour. Minimum two hours.

Additional charges include:

\$.20 per copy for black and white photocopy
\$.50 per copy for colour photocopy
\$3.00 per picture

If you wish us to proceed with your request please forward it, with this authorization and payment, to the Genealogy Department at the following address:

Genealogy Department
Township of Uxbridge Public Library
9 Toronto St. South, PO Box 279
Uxbridge, ON L9P 1P7

Upon receipt of authorization and payment, staff will commence research and an invoice will accompany results.

Thank you.

Person authorizing research: _____

Limit on research time and cost: _____

or E-mail us: E-mail to: genealogy@uxlib.com asking for a research estimate.