

Historical Records Theft: Strategies for Prevention and Response

Pleasant County Historical Society

Researcher Registration Form

Instructions: Read the Research Room Rules. Complete sections A-D. Bring your completed form to the Registration Desk and sign the declaration, witnessed by Registration Desk Staff. After signing the declaration, provide the Registration Desk Staff with valid identification documents.

A. Basic Information:

1. Last Name	2. First Name and M.I.
3. Home Telephone	4. Mobile or Business Telephone
5. Email Address	6. Organizational Affiliations (If Any)

B. Permanent Address (This address **must** match the address on all identification documents):

1. Street Address 1			
2. Street Address 2			
3. Street Address 3			
4. City	5. State	6. Zip Code	7. Country

C. Mailing Address (Only complete this section if mailing address is different from legal address):

1. Mailing Address 1			
2. Mailing Address 2			
3. Mailing Address 3			
4. Mailing City	5. Mailing State	6. Mailing Zip Code	7. Mailing Country
8. Email address			

D. General Information

1. What is the purpose of your research? (Check the **one** that best applies)

- Genealogy/Family History
- Military History/Service
- Student Paper/Thesis
- Community History
- Historic Preservation/Archeology
- Illustration for book, video, etc.
- Writing a book or article
- Instructional Use
- Other: _____

2. What is your research topic or the information sought? _____

3. Have you ever used materials in this research room before?

- No Yes

E. Declaration

I acknowledge that I have been provided with a copy of the rules of the Archives/Library research room and agree to abide by them.

I have participated in Researcher Orientation and understand all of the policies and procedures governing my actions while present in the Research Room.

I understand the consequences of violating rules of the **Pleasant County Historical Society**.

Pleasant County Historical Society staff have been available to answer all questions prior to signing this declaration.

I affirm that all statements made during my registration at the **Pleasant County Historical Society** have been true to the best of my knowledge. I have not now, nor have I ever, provided fraudulent information in order to utilize the **Pleasant County Historical Society**.

Printed Name

Signature

Date

For Staff Use Only:

First Visit: Yes No

Witnessed By: _____

Processed By: _____

Primary ID: _____

Secondary ID: _____

Comments: _____
