Newspaper Request Policy

*Dorothea & Henry H. Hood Local History Center*

Staff will search newspaper records for obituaries and for specific news articles.

**$10 PER REQUEST**

**Requests are prepaid; we will collect payment before releasing results, or you can pay in advance. Requests with complete dates(at least month and year) will only be accepted. Staff has the right to deny a request based on amount of information provided or complexity.**

Records for requests include:

* The Washington Reporter (August 1808--April 1967)
* The Washington Observer (January 1872—April 1967)
* The Observer-Reporter (May 1967—February 2018)
* The Claysville Recorder(1894-1973)
* The McDonald Record Outlook(1892-1983)
* Citizens Library Catalog & City Directories(1899-present)
* Polk City Directories(1899-present)

**Contact:** Citizens Library

ATTN: OBITUARIES

55 S. College St.

Washington, PA 15301

724.222.2400

[citlib@citlib.org](mailto:citlib@citlib.org) – requests can be emailed instead of mailed; we also have an online form version available

**If you are looking for more information such as naturalization, tax records, deeds, death/birth certificates, etc. or do not have exact dates, you can contact the professionals of the Washington County Historical Society to help with your search. 724-225-6740 or info@wchspa.net**

**Free information can be found on our website at washlibs.org/citizens/genealogy.**

**Request Form**

Your name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Fax \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How would you like your request? Circle EMAIL MAIL

**Type of Research Request**

**Obituary Search No more than 3 names($10 each)**

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Died\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Died\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Died\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Newspaper Article Search or City Directory Search Exact date of article must be provided, City Directories from 1899 to present, some years missing)**

Headline/Business Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Subject(s)/Dates for City Directory:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Month\_\_\_\_\_\_\_\_\_\_\_\_ Day\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Year\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_