



OBITUARY, NEWSPAPER ARTICLE, AND REFERENCE MATERIAL REQUESTS

We will provide copies of obituaries or articles from our microfilmed copies of the local newspaper, *The Lansing State Journal* (or its predecessors). We will also provide pages from reference material i.e. city directories. All fees for requests **MUST** be prepaid. Fees include postage, photocopying and handling.

Because there is no index to the newspaper, **the date of death OR the date of the article** **MUST** be provided. Requests from reference material must be specific.

Our **Local History Online database** contains some index material that may be of benefit in locating death notices and obituaries. For Death Notices from 1855 to 1872, see <http://goo.gl/z6TWqR>. These are PDF files organized by year, and are fully keyword searchable by name. For a name index to an assortment of local history materials including obituary and newspaper article references, see <http://goo.gl/gppKdy>. Names are organized into a PDF for each letter of the alphabet, and are also keyword searchable.

Fees for Residents*	Fees for Non-Residents*
<p>Residents* may make up to three requests per month free of charge.</p> <p>Call 517-367-6313 to make a request.</p>	<p>\$5.00 per name for death notice/obituary.</p> <p>\$5.00 per newspaper article.</p> <p>\$5.00 per request for reference material.</p> <p>Requests must be made by mail and must include payment.</p> <p><i>We cannot guarantee that the information will be located. No refunds.</i></p>

If you have questions about your request or would like to speak to staff before sending this form, contact us at 517-367-6313 or e-mail localhistory@cadl.org

* A **resident** is anyone who has a Capital Area District Libraries card OR anyone who is a resident of Ingham, Eaton or Clinton county Michigan (card not required).

If you are seeking a Death Certificate, Marriage License, Birth Certificate, or Divorce Decree, contact the State of Michigan Vital Records Office at <http://goo.gl/6ySvAZ>, email VRCustomerService@michigan.gov, or 517-335-8656.

A few Michigan death records are online:

- GENDIS <http://www.mdch.state.mi.us/osr/gendisx/index.asp>
- Seeking Michigan <http://seekingmichigan.org/>

NON-RESIDENTS: PRINT THIS FORM AND MAIL WITH YOUR CHECK OR MONEY ORDER. US FUNDS ONLY.

NAME OF THE DECEASED, TITLE /SUBJECT OF ARTICLE, OR SUBJECT OF REFERENCE MATERIAL

DATE OF DEATH, ARTICLE, OR REFERENCE MATERIAL

Your Name _____

Address _____

City, State, Zip _____

Phone _____

Email _____

FEE ENCLOSED \$ _____ **(see fees above)**

Mail to:

Capital Area District Libraries
Attn: Local History
401 S. Capitol Avenue
Lansing, MI 48933