Australian Institute of Genealogical Studies Inc.
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Look Up Service Application Form 2012

Research is limited to those resources held in the AIGS Library. Our researchers will cover every resource which pertains to your specific request. All personal details and research results are not available to anyone without the written permission of the original enquirer.
Look Up Fees: **$12** per look up for Members (includes GST) **$18.00** per look up for Non-members (includes GST)

Name of Applicant……Date……

Address …… Postcode……

Tel……email……

Membership No……

Details of the person who is the subject of the research:	
Surname	Father's Name
Given Names/s	Mother's Maiden Name
Date & Place of Birth	
Date & Place of Death	
Occupation	
Name of Spouse	Date & Place of Marriage
Fiche/ Film Title	Fiche/ Frame No.
Book Title	Page No.
What is the information you are seeking? (Birth, Marriage, Death, Will etc?)	

Applications must be on this Application Form and must be accompanied by:
A MINIMUM fee as listed above.
Please make your cheque or bank draft in AUD$ payable to **Australian Institute of Genealogical Studies Inc.** OR use the credit card authorisation below.

Send your requests to:
AIGS
Research Co-ordinator
PO BOX 339
Blackburn VIC 3130
Australia

Although you can download this Application Form from our website: http://www.aigs.org.au **we cannot accept actual applications by email for security reasons.**
Please note that original records over 100 years old may be difficult to read or copy in any Archive or Library. Our Research Team will do their best to answer your request, but please be aware that some records may be illegible or unfit to copy.
Any certified documents requested would be an extra cost to the research charges.

Credit Card Authorisation Card Type (please circle) **VISA / MASTERCARD**

Name on card……

Card number…… Valid until……Amount AUD$……

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