Genealogy and Local History Research Request Form

For Obituary and Microfilmed Newspaper Collection requests, we require that the death must have occurred in Union County, and that the exact date of death or date of article is provided, accurate to within 7 days. For all other Local History Reference searches, our response must not be required less than 48 hours from the date the request is received by the library. Responses will be delivered by e-mail or USPS mail.

Due to the uncertain nature of available records, the outcome of any research project cannot be guaranteed. All remote research requests will be handled on a first-come, first-served basis. Exact response time frames cannot be provided. Researchers will be notified when we receive your request and barring any issues with the request, we will contact you when we send out your research results.

Patrons requesting research should fill out and submit the request form using one of the following options:

- Print, fill it out and mail it back to us at:

  Elizabeth Public Library

  Local History Room

  11 S. Broad Street

  Elizabeth, NJ 07202

- E-mail a filled copy of the form to eplreference@elizpl.org

Name: ____________________________________________________________

Full Address: ______________________________________________________

(Number, Street, Apt. or Suite #)

________________________________________________________________________

(City) (State) (Zip Code)

Telephone Number: __________________________ E-mail: __________________________

State below the nature of your research along with any other pertinent details. For genealogy or obituary research, please provide the full name, birth date and place, or death date and place of person you are researching. Please describe what you want to know about this ancestor as completely and specifically as possible. To avoid duplication, please list any resources already searched.