

## Research Policies and Fees

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The Research Committee is a volunteer-based committee, which is dedicated to helping the community with general research on Nashua history and genealogy. The Research Committee uses the resources found within the Society's library and museum.

### Research Services & Fees

For patrons who choose to conduct their own research, there is no charge to use the Society's library. The library is a non-lending library and is open to the public (Tues - Thurs, 10am - 3pm). The patron will be briefly assisted by a Research Member to the proper resource(s) and shown how to properly use the resource(s) available. No new research is conducted after 3pm.

Patrons who are unable to visit the Society need to fill out the Research Request Form and a member of the volunteer Research Committee will be available to provide research service at the following rates:

**First Hour of Research: Free.** However, a \$5.00 minimum donation per request is suggested. Additionally, there is a \$5.00 charge for copies, postage, and fax.

Most research requests fall into this category.

If it is determined that the research request will take longer than one hour, the patron will be notified by a member of the Research Committee.

### Fees After One Hour:

Rates **Members Research** fee \$20.00 per hour. Shipping, postage, copies, fax \$5.00

Rates **Non-Members Research** fee \$40.00 per hour. Shipping, postage, copies, fax \$5.00

**Payment --** After the research is completed, the patron will be invoiced. When the Nashua Historical Society receives payment, the research results will be sent to the patron.

**House Research --** The Research Committee does not conduct research on houses. A brochure can be provided of the various resources available at the Society and at other institutions, so the patron can conduct their own research.

**Image Requests --** The Society offers image reproduction services for non-profit/personal use as well as for commercial use. There is a separate fee for image requests.