

PRINTED INDEX SEARCH REQUEST

(Use this form *only* for printed records or for copies from a book. For records on microfilm, please use the MICROFILM COPY ORDER form.)

Tennessee State Library and Archives
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DELIVERY INSTRUCTIONS

Check here if you would like the item mailed to you via U. S. Mail. If by U. S. Mail, please check one: Paper copies CD Rom (Records sent via CD Rom cannot be certified.)

Check here if you would like the item e-mailed to you as a .pdf file. Include e-mail address above. Records sent via e-mail cannot be certified. If the file size exceeds 10 pages or 15 megabytes, the file will be placed on a CD and will be mailed. **If none, or more than one, of the delivery instruction boxes above are checked, a print copy, only, will be mailed.**

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IMPORTANT: The following printed indexes/transcriptions of Tennessee records are available. Check **ONE** box below; fill in the blank(s) underneath it and send it back with a check or money order for \$5.00. **Send only one request per form.**

IF YOU DO NOT SEE WHAT YOU WANT listed here, fill in the category “**Other**” and return it with the required fee. We will let you know if we can supply the record.

FEES ARE NON-REFUNDABLE. They cover the cost of searching for, copying and mailing the index/transcription information you request (up to 10 pages). If more than 10 copies are required to fill your request, we will quote a price for additional pages.

NO PERSONAL IDENTIFICATION is required. Do not send copies of driver’s licenses, Social Security numbers, etc.

WARNING CONCERNING COPYRIGHT RESTRICTIONS: *The copy right law of the United States governs the making of photocopies and other reproductions of copyrighted material. Under certain conditions specified in the law, libraries and archives are authorized to furnish a photocopy or other reproduction. One of these specified conditions is that the photocopy or reproduction is not to be “Used for any purpose other than private study, scholarship or research.” If a user makes a request for, or later used, a photocopy or reproduction for the purpose in excess of “fair use” that user may be liable for copyright infringement. This institution reserves the right to refuse to accept a copy order if, in its judgment, fulfillment of the order would involve violation of copyright law.*

Land Grant Index [\$5.00]

Index to land grants in Tennessee, indicating name of grantee, county, book and page, and district (specify surname). Note: land grants do not necessarily indicate military service; most are “purchase grants.”

Surname _____

FOR OFFICE USE ONLY:

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Federal Census Indexes/Transcriptions [\$5.00]

Census indexes/transcriptions for 1820 (partial), 1830, 1840, 1850, 1860, 1870, 1880. **Please note:** Only the head of household is named in the individual indexes for the years 1820, 1830, and 1840; other individuals are indicated only by gender & approximate age group. All members of each household are listed in the indexes for (over)

1850 and 1860. The indexes for 1870 and 1880 list only the head of household. We will provide copies from an index or transcription if you supply one surname and one census year.

Surname _____ Census year _____

County if known _____

County Records [\$5.00]

Marriage Record Index: **Before-1861** marriage index, listing names of parties, county and date of marriage. Specify surname.

Surname of Groom _____ and/or Surname of Bride _____

County (if known) _____ Approximate Date _____

If you have the year, county & names of both parties, please use Microfilm Copy Order form to order a photocopy of the marriage record.

Will / Probate Record Index: **Before-1861** will/probate index, listing name, date, county, book & page where original record appears. Specify surname.

Surname _____ County if known _____ Approximate date _____

Other [\$5.00]

Indicate the index/transcription you want copied and return this form to TSLA with a check or money order for \$5.00 (see reverse for credit card orders).

Name of index/transcription _____

Surname(s) _____ County _____

Date _____ Type of record _____

No Charge Searches (Only one request per form.)

Specific **1861, or earlier**, marriage or will/probate records can be verified at no charge, if you can supply all of the following:

Marriages: Name of Groom _____ Name of Bride _____

County (if known) _____ Approximate date _____

Wills: Name of deceased _____ County _____

Approximate date _____

Delayed Birth Records – Approximately 1869-1905:

Name of child _____

Name of mother _____ Approximate date _____

County _____

