

POLICY REGARDING RESEARCH SERVICES

The Eastern Townships Resource Centre (ETRC) seeks to preserve and promote the history of the Eastern Townships of Quebec; to that end, we are pleased to provide support and assistance to anyone interested in learning more about our local heritage. Requests can be made by mail, telephone or email. Please consider the following options for research services.

Reference services

- Maximum 15 minutes of free research assistance
- Recommendations for archival and/or published sources to consult on a given topic
- Quick verifications of archival and/or published materials to confirm specific facts (for example, a birth, marriage, or death date)

Research services

- \$30.00 CAD per hour; minimum of one hour;
 - a. up to an agreed-upon number of hours; or
 - b. until the archivist deems all research avenues exhausted
- **Detailed research** in ETRC archival and/or published materials
- Research in external, fee-based sources (e.g. *Registre foncier du Québec*);
 - a. up to an agreed-upon dollar amount; or
 - b. until the archivist deems all research avenues exhausted
- Recommendations for further research, if applicable
- Results of research are sent only after receipt of payment

Please note that while the ETRC strives to provide detailed and accurate information to the public, we are limited by the subject matter, the sources available to us, the time allotted to the research, and the degree of specificity provided with the request. Additional fees apply for reproductions of archival and/or published materials.

If you wish to contract our research services, please contact us for more information:

ETRC Archives Department

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