



Peterborough
Culture and Leisure

**Peterborough Local Studies and Archives
Research Order form**

1. Contact details:

Full name

Address
.....
.....

Telephone no.

E-mail

2. Research request:

Please undertake the research specified in section 4 for the information requested. I enclose a cheque in sterling made out to **Vivacity Culture and Leisure** for:

(please tick **one** box).

the minimum fee of £25 for up to 1 hour's research rate **including** up to 5 photocopies, postage & packing and VAT

the fee of £..... for hour's research at a rate of £25 per hour or parts thereof **including** up to 5 photocopies, postage & packing and VAT

3. Copyright declaration

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(Signature must be handwritten, not typed or digital)

4. **Your Instructions**

Please give full details below of the object of your research, ensuring your instructions are legible. Please be as specific as possible, including names and dates where relevant. It may help to give us details of records you have already searched.

Please return this form to: **Peterborough Local Studies and Archives, Central Library, Broadway, Peterborough, PE1 1RX.**

Data Protection Act 1998

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