

MICROFILM COPY ORDER

Tennessee State Library and Archives
403 7th Avenue North, Nashville, TN 37243-0312
Website address: <http://www.tennessee.gov/tsla/>

NAME (Print) _____
Street Address _____
City _____ State _____ Zip _____
Telephone () _____
E-mail (optional) _____

DELIVERY INSTRUCTIONS

Send record via U. S. Mail as Paper copy CD.
 Send record via e-mail as a pdf. If the file exceeds 10 pages or 15MB, it will be copied or more than one, of the delivery instruction boxes are checked, a print copy only will be mailed.

PAYMENT TYPE: Check Money order Credit card

Make checks or money orders payable to: **Tennessee State Library and Archives**

Credit Card Information: Visa MasterCard American Express Discover (**Debit cards not accepted**)

Card number: _____ Expiration date: _____ (mm/yy)

Name as it appears on card (PRINT): _____

Signature _____

CERTIFIED DOCUMENTS (optional): Certify one copy of a document for a \$5.00 fee. There is an additional fee to certify each additional copy. Certification must be done at the time the document is ordered; we cannot certify a document once it has left our building. Electronic documents **cannot** be certified.

IMPORTANT: To order a record, check **ONE** box below; fill in the blanks under it and mail it back with a check or money order, or with credit card order information filled in completely. **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, covering the cost of searching, copying & mailing the information you request (up to 20 pages). If more than 20 pages are required to fill your request, we will quote a price for the additional pages.

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

Land Grants [\$20.00 - Non-Tennessee Resident] [\$10.00 - Tennessee Resident]

Tennessee grants; **you must supply the name, county, book, page, grant number and district.**

Name _____ County _____ Book _____

Page _____ Grant No. _____ District _____

Birth Records [\$20.00 - Non-Tennessee Resident] [\$10.00 - TN Resident]

Birth records available statewide **1908-1912** only; we can search these **if you supply the name and approximate date of birth (please supply parents' names and county of birth if known)**. Birth records for 1914 to date are held by **Office of Vital Records, TN Department of Health: <http://health.state.tn.us/vr/>**

Name _____ Date _____ County _____

Parents' names _____

Death Records [\$20.00 - Non-Tennessee Resident] [\$10.00 - TN Resident]

Death records available statewide **1908-1912, 1914-1958**. We can search **1908-1912 OR a 3-year date span if you supply the name and approximate date of death (please supply county, spouse's name, and age at time of death if known)**. See online indexes to Tennessee death records at: <http://www.tennessee.gov/tsla/history/vital/>. **Death records for 1959 to date are held by Office of Vital Records, TN Dept. of Health: <http://health.state.tn.us/vr/>**

Name _____ Date _____ County _____

Spouse's name _____ Age at death _____

FOR OFFICE USE ONLY:

Log-in date: _____

Database number: _____

Receipt number: _____

Payment Amount: _____

Log-out date: _____

Number of copies: _____

Processor's initials: _____

Marriage Records, 1780-1861

[\$20.00 - Non-Tennessee Resident] [\$10.00 - Tennessee Resident]

We can search a five year range state wide if you supply the names and a 5 year date span.
Groom (required) _____ Bride _____
Date (or 5 year range) _____ County (if known) _____

Marriage Records, 1862-June 30, 1945

[\$20.00 - Non-Tennessee Resident] [\$10.00 - Tennessee Resident]

We can search a five year range in ONE county if you supply the names and a five year date span.
Groom (required) _____ Bride _____
Date (or 5 year range) _____ County (required) _____

Marriage Records, July 1, 1945-1957

[\$20.00 - Non-Tennessee Resident] [\$10.00 - Tennessee Resident]

We can search a five year range state wide if you supply the names and a 5 year date span. **Marriage records for 1958 to date are held by Office of Vital Records, TN Dept. of Health: <http://health.state.tn.us/vr/>**
Groom (required) _____ Bride _____
Date (or 5 year range) _____ County (if known) _____

Divorce Records, July 1, 1945-1957

[\$20.00 - Non-Tennessee Resident] [\$10.00 - Tennessee Resident]

Divorce records from 1945-1957. **We can search 5 years if you supply the names, county and 5-year date span. Divorce records for 1958 to date are held by Office of Vital Records, TN Dept. of Health: <http://health.state.tn.us/vr/>**
Husband (required) _____ Wife _____
Date (or 5 year range) _____ County _____

Court Minutes: County Court / Circuit Court / Chancery Court (including Divorce Records before July 1, 1945)

[\$20.00 - Non-Tennessee Resident] [\$10.00 - Tennessee Resident]

County Court records deal with estates, guardianships and routine county business. Circuit Court records include criminal cases, some divorces, debt cases and offences against the public. Chancery Court records include estate and property disputes and some divorces. Records available for each county for varying years; we can search index for **ONE** court in **ONE** specified county **if you supply the name, county and a 5-year date span, if you specify the type of case.**
Name(s) _____ Court (specify one) _____
County (specify one) _____ 5-year date span _____

Wills/Probate Records [\$20.00 - Non-Tennessee Resident] [\$10.00 - Tennessee Resident]

We can search 5 years **if you supply the name, county and a 5-year date span.**
Name(s) _____ County (specify one) _____ 5-year date span _____

Deeds [\$20.00 - Non-Tennessee Resident] [\$10.00 - Tennessee Resident]

Deeds; available for each county for varying years; we can search indexed ones only **if you supply the name, county, and a 5-year date span.**
Name(s) _____ County _____
5-year span _____ Date _____

Newspapers [\$20.00 - Non-Tennessee Resident] [\$10.00 - Tennessee Resident]

Newspapers available for Tennessee towns for varying years, not indexed. We will search for an article **if you supply the name and/or subject, the exact date of the event and the town or county where it occurred.** See list of newspapers at: <http://www.tennessee.gov/tsla/history/newspapers/tn-paper.htm>
Name _____ Town/county _____ Mo _____ Day _____ Yr _____
Subject _____

Other: If you do not see a listing for the type of document that your are interested in, please contact us at reference.tsla@state.tn.us or write to us at TSLA --Public Services, 403 Seventh Avenue North, Nashville, TN 37243-0312 and we will address your request.

