



OUR COMMUNITY | OUR STORY

Document Archives Individual Records Search Request

Date requested: _____

Staff will check the requested resources and supply a written response of the findings by email. Pre-payment is required for research to begin. Staff will contact you for credit card payment after receiving this request. Results of searches are not guaranteed and fees are non-refundable.

Fees: \$10 per request (includes search for up to 5 names in maximum of 3 databases)
The average turnaround time for research requests may be up to four weeks.

*First Name: _____

*Last Name: _____

*Address: _____

*Phone: _____

*Email: _____

***Check up to three databases to be searched:**

- Marriage Licenses (1871-1960)
- Biographical Files articles
- Subject Files articles
- Declarations of Intent (1906-1941)
- Burial and Removal permits (1876-1945)
- Superior Court cases (1879-1921)
- Court of Sessions cases (1850-1860)
- County Court cases (1850-1880)
- District Court cases (1850-1880)
- Justice Court cases (1870-1918)
- Probate Court cases (1850-1937)
- Coroner's Court cases (1853-1904)
- Articles of Incorporation papers (1869-1940)
- Property Deeds (1850-1931) - must provide Deed # which is available at County of San Diego

***Provide up to 5 individual people or subjects** (please give full details, including middle name if known, and potential date range):

1. _____

2. _____

3. _____

4. _____

5. _____

*required fields

All information provided on this form is confidential.

Yes I want to receive email newsletter updates