

# Newspaper Announcement Request Form .....

## Requestor's Information

This service is intended for individuals researching their family histories. We reserve the right to decline requests from paid researchers and companies.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Preferred Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Glenview Public Library Card Number (*barcode*): \_\_\_\_\_  
*leave blank if not a Glenview Public Library cardholder*

**What kind of announcement are you seeking?**  Birth  Death  Marriage

Other (*please describe*) \_\_\_\_\_

## Subject's Information

Name: \_\_\_\_\_ Alternate names/spellings: \_\_\_\_\_

Date of birth: \_\_\_\_\_ Date of event: \_\_\_\_\_ Date the notice may have appeared: \_\_\_\_\_

Place of residence: \_\_\_\_\_

Place of event: \_\_\_\_\_

Was the person well-known? If yes, in what capacity or field? \_\_\_\_\_

Deadline: \_\_\_\_\_ Additional Comments: \_\_\_\_\_

## For Staff Use Only .....

Staff receiving the request: \_\_\_\_\_ Date: \_\_\_\_\_  Reference  Reader Services

Sources checked (*include date and initials*):

Ancestry Library Edition: \_\_\_\_\_ Chicago Tribune Archive online: \_\_\_\_\_

Chicago Tribune microfilm: \_\_\_\_\_ Daily Herald online: \_\_\_\_\_

Daily Herald Index: \_\_\_\_\_ Glenview Lantern: \_\_\_\_\_

Glenview Announcements: \_\_\_\_\_ Glenview Journal: \_\_\_\_\_

Glenview Obituary Index: \_\_\_\_\_ HeritageQuest Online: \_\_\_\_\_

Legacy.com: \_\_\_\_\_ Newsbank/America's Obituaries/Death Notices: \_\_\_\_\_

ProQuest Newspapers: \_\_\_\_\_

Other: \_\_\_\_\_