

# Midwest & Beyond Genealogical Services

## Research Agreement

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I, \_\_\_\_\_, request that you, Sharlene K. Miller, conduct the following research for me. This agreement authorizes you to search any and all pertinent records in my behalf. I am requesting that you search for the following items:

The items are listed in order of priority:

1.	
2.	
3.	
4.	

To avoid duplication and waste of time and money, I am providing you with all of the information I already have on the above topics and copies of any documents or prior research reports or summaries on this topic.

I am authorizing you to conduct \_\_\_\_\_ (a retainer for a **minimum of 10 hours work required**) hours of research at an hourly fee of \$40.00 per hour + actual expenses. I am enclosing a check or money order in the amount of \$\_\_\_\_\_ as a retainer to conduct the above research.

I hereby engage the services of Sharlene K. Miller, Certified Genealogist to conduct research on my behalf for an amount not to exceed \$\_\_\_\_\_ (time) and \$\_\_\_\_\_ (expenses) as per my instructions listed above.

I grant permission for Sharlene Miller to access records for me for my family history research. I also grant permission for Sharlene Miller to use this report as a sample of her work for renewal of her certification with the Board of Certification for Genealogists.

In return, I will receive a detailed report discussing all sources research, copies of pertinent records with source citations and an invoice detailing time consumed and expenses incurred conducting research. ***The research will be conducted within 60 days after the researcher deposits enclosed retainer fee.***

(Signature of Genealogist)	(Signature of Client)
Sharlene K. Miller, CG	Client:
20788 Orchard Lane St. Joseph, Missouri 64505	Mailing Address:
Telephone Number: 816-233-7241	Telephone Number:
E-mail: smiller@stjoelive.com	E-mail:
Date:	Date: