



THE VALENTINE Richmond HISTORY CENTER

Research Services at the Valentine Richmond History Center

Contact:

Email: archives@richmondhistorycenter.com
Fax: 804.643.3510
Mail: Valentine Richmond History Center
Attn: Archives
1015 E. Clay Street
Richmond, VA 23219

Research requests by telephone are not accepted.

Research hours (by appointment only):

Tuesday through Friday, 12:00 noon to 4:00 p.m.

All requests are handled in the order received. Please provide your contact information with your request. Requests include appointments, object identification, general questions and research inquiries. Please e-mail, fax or write to schedule an appointment. Appointments are available on a first come, first served basis. Staff will contact you to establish and finalize appointments.

Research Fees:

On-site Research Fees

Research appointment, which includes:

- Access to History Center Collection databases, indexes and aids
- Retrieval of relevant materials during visit
- Photocopy and photo-reproduction orders
- Paperwork for obtaining publication rights to use materials in the History Center Collection

Fee (per person, per visit): \$8 (Members are free)

Individuals requesting on-site staff consultation time regarding specific object or research interests can make an appointment for viewing and studying objects in the History Center collection.

Fee (per hour): \$40.00 (Members receive 50% Discount)

Object Identification or Curatorial Assessment (*curators are not permitted to give monetary appraisals of objects*).

Fee (per object): \$10.00 (Members receive 1 free assessment/year)

Off-site Research Fees

Individual written inquiries will be charged a flat hourly rate for research completed by History Center staff.

Fee (per hour): \$40 (Members receive 50% Discount)

