



J. Eugene Smith Library

Eastern Connecticut State University

Archives & Special Collections - Connecticut Studies

RESEARCH REQUEST FORM

(Please Print Clearly)

Date Received _____

Date Completed _____

Staff member _____

Librarian _____

Requestor Name : _____

Address : _____

Phone : _____ Email : _____

Question: _____

Reply: _____

Research requests are filled within two business days whenever possible with a maximum of 2 hours spent on any request. Fees may be assessed depending on the nature of the research. Make sure that contact information is accurate and legible.