APPLICATION TO DIGITIZE MICROFILM

Please use this form to place microfilm orders for reels of film from our Special Collections guide and our Guide to Government Records. These guides can provide the citation information needed to complete this form.

PLEASE PRINT INFORMATION ABOUT THE RECORD

Special Collection/Series name __________________________________________________________
Collection/Series Number _____________________________________________________________
Microfilm Reel Number _____________________________________________________________
Additional Description ______________________________________________________________
Specific Instructions _________________________________________________________________

FEES: The fee is $60.00 PER REEL of film. A digital file may be downloaded from www.yousendit.com. Email notification will be sent of availability. Payment can be accepted by personal or corporate check or money order (payable to the Maryland State Archives), or major credit card (MasterCard, Visa.)

SHIPPING/BILLING INFORMATION

NAME (Print) ____________________________________________________________
MAILING/SHIPPING ADDRESS ________________________________________________
CITY/STATE/ZIP CODE _______________________________________________________
BILLING ADDRESS __________________________________________________________
TELEPHONE # ______________________________________________________________
EMAIL ________________________________________________________________
CREDIT CARD (VISA, MASTERCARD ACCEPTED) __________________________________
CREDIT CARD # ___________________________________________________________
EXPIRATION DATE __________________________________________________________
SECURITY CODE (LAST 3 NUMBERS ON BACK OF CARD IN SIGNATURE.) ____________
NAME OF CARDHOLDER _____________________________________________________

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