

Maryland State Archives File Request

► Use a separate form for each request ◀

Today's Date →

Requestor's Info

Name →

Agency →

Address (Where should we ship it to?) →

Phone Number →

Fax Number →

Email →

File/Record Info

Agency/Court →

Record Series & Number (Example: Mechanics Lien Record - T3351) →

Box Number →

Date/Year of File →

Case/File Number →

Name on File →

Location (Example: OR-8-2-32 or HF/11/15/34) →

Anything Else We Should Know About This Request?

→

Fax, E-mail or Mail this form to:

- **Fax Number:** 410-974-2525 • **Email:** msa.helpdesk@maryland.gov
- **Mailing Address:** Attn: Sheila Simms, 350 Rowe Boulevard; Annapolis, MD 21401