

**MONA MORRIS GENEALOGY**  
67-52 Kessel Street  
Forest Hills, New York 11375  
(561) 445-0970  
[geniemona@gmail.com](mailto:geniemona@gmail.com)

## CONTRACT FOR GENEALOGICAL RESEARCH

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_@\_\_\_\_\_

I hereby contract MONA MORRIS to perform genealogical research for me. I agree to pay MONA MORRIS, a professional genealogist, the sum of \$750.00 for 10 hours research. If additional research is required and authorized, it will be at \$75.00/hour.

I understand that this research requires a review of my existing information, documentation and records.

All reports will be sourced and documented, with copies and/or original documents provided to me in digital and/or paper form. I understand that MM Genealogy may not be able to overcome all genealogical problems, but that all available resources and efforts will be made to locate information about my ancestors.

Mona Morris will perform this work as an independent contractor in accordance with prevailing professional standards in genealogy, including the Code of Ethics of the Association of Professional Genealogists, the Code of Ethics adopted by the Board of Certification of Genealogists, and the Standards recommended by the National Genealogical Society.

### **Additional Costs:**

**Documents:** Ordering of necessary records need to be authorized in advance by Client if over \$ 25.00. An invoice will be provided for all records ordered for reimbursement. Postage and handling will be at cost. Projects usually take 8 weeks to 9 months to complete.

**Travel Expenses:** If required, the Client will pay mileage (IRS rate) and reasonable overnight hotel expenses.

**Foreign research:** If required, the Client will authorize the hiring of a foreign researcher to obtain more information about the Client's ancestry. This will be discussed with the Client prior to hiring with full cost and time estimate. Additional cost for access to special databases will be discussed with client prior to use of same.

### **Payment:**

Payment shall be payable to Mona Morris prior to research commencement. Acceptance signature by email will be accepted for this project.

\_\_\_\_\_  
Mona Morris for MM Genealogy

\_\_\_\_\_  
Client

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date