

As a service to the public, FHWA provides a Genealogy Research Service to people who live outside the Perth Metropolitan area, or for those who are physically unable to visit our premises.

This is a limited service only, and not a comprehensive service that you would expect to obtain through a professional genealogist.

**Two hours free research per year** is available for members living **more than 500 km from Perth.**

### **What to provide**

For the Research team to effectively help you, it is necessary that you provide as much data as possible about the person/s to be researched. The more information you supply, the greater the chance of some success.

**The person you are researching - information you supply should include the following, where known:**

- Person/s Full Names (Surname and First Names)
- Date/s of Birth, Death and Marriage
- Place/s of Birth, Death and Marriage
- Occupation/s
- Father's Full Names, Dates of Birth and Death, where Buried
- Mother's Full Names (nee Surname), Dates of Birth and Death, where Buried
- Arrival Port/s and Date/s
- Ship/s Name
- Spouses full Names, Birth and Death dates and Places
- Children - Full Names and Birth Date/Place
- Any Additional information you can supply

**AND - any research forms that you have completed already**, e.g. pedigree chart/s; family

group sheet/s; repositories already searched; etc.

An indication of the information that you are seeking.

**Your details - please include the following details:**

- Your relationship to the person you are researching
- Your name and address
- Your email address
- Your contact telephone number
- If a FHWA member - your membership number

**Fees**

Fees are in Australian Dollars (AUD) and subject to change without notice.

**Service fee**

A service fee of **\$20.00** is required, and must accompany search enquiries.

**Hourly fees**

Fees for this service are payable on an hourly basis:

**FHWA Members**      **\$25.00** ([pay online](#)  here)

**Non-Members** £ £ £ £ £ £ **\$40.00** ([pay online](#) here)

**Commercial** £ £ £ £ £ £ £ **\$100.00** (contact [Research Team](#) for details)

NB: Any request for FHWA research by an individual or business that is charging a client a fee for the services is considered commercial and should be subject to FHWA's commercial fee. Exceptions include but are not limited to another not-for-profit organisation with objects compatible with FHWA (eg a family history or genealogical society).

Discretion may be exercised by the Research Officer on receipt of applications.

If a FHWA Member, please ensure that you state your Membership Number.

(All requests should also provide a contact phone number, full name and address of the applicant, and details of your search request).

### **Online payments**

You may pay online, by selecting the menu item above, or click to go to >> [FHWA - Research Fees](#)

### **Manual payments**

To apply for this service manually, please email the [FHWA Research Team](#)

**Over the counter**

Post or pay by cash, cheque or credit card at the front counter at FHWA premises, at:

Unit 5, 48 May Street  
Bayswater,  
Western Australia

***If you need more comprehensive research to be done on your behalf, we suggest that you look at employing the services of a WA based Genealogist.□***