

## **New FamilySearch Service is Available at The Merrillville Branch of the Lake County Public Library**

The Lake County Public Library has been certified as a FamilySearch Affiliate Library by the Church of Jesus Christ of Latter-Day Saints. This allows researchers to request microfilm and microfiche materials from the Family History Center of the Mormon church, which has the largest library of genealogy research materials in the world. All film and fiche ordering is now done online by the person requesting the items. Film is paid for by the patron. Films and fiche are sent to the LCPL to be used in-house only.

### **How to Request Materials:**

- Create a free account or log in at [familysearch.org](http://familysearch.org) .
- Select Lake County Public Library as your default library.
- Search for microfilm or fiche on the Family History Library Catalog and write down the film numbers you wish to order.
- Check the “View Film” record to see if there are any restrictions or if it is digitized and already available online.
- If it is not digitized or already available online, order the film, add it to your cart and pay either by credit card or Paypal (you must have an email address to complete the order).
- FamilySearch will email you when the film is ready for you to use at LCPL.
- Priority for viewing is given to the person who orders the film, but film may be used by anyone while it is on loan. Ask about films that are currently in-house at the information desk.
- If you need to use the film longer, sign in to your account at [familysearch.org](http://familysearch.org) to

renew the item. Must be renewed 10 days before expiration.

- LCPL staff will send the film back so it will arrive at the Family History Library in Salt Lake City, Utah, by its due date – loans begin 90 days from when film is shipped.
- **Copyright laws apply to microfilm and fiche borrowed from the Family History Center.**

To learn more, contact the Information Desk at 769-3541, or navigate to <https://familysearch.org/films/> and choose “Help” for more information.