

North Somerset Archive Service

Introduction

The North Somerset Archive Service offers easier access to services for people who live in North Somerset. An archivist visits Weston super Mare Library on Thursdays throughout the year, approximately quarterly, in order to:

- help people find out about the past, with information on how to find out about family, house and local history
- provide information on the archives held at the Heritage Centre
- bring microfiche for people to study, and documents from the archive strongrooms when appropriate

Using the Service

If you would like to look at original documents or microfiche held at Somerset Archives and Local Studies, please contact us in advance of the visit and please be aware that spaces are limited. Requests for documents will be taken until 2 days before the visit but only if spaces still remain.

New users will be asked to register with the South West Heritage Trust to gain a readers' ticket, and to ensure that researchers can be kept up to date with the latest Trust news. Please bring some form of ID containing your name, current address and signature (e.g. a driving licence), so that we can issue you with one of our readers' tickets.

Copies of documents

The archivist will bring as many documents as is feasible, but space is limited. In any instance where the original cannot be brought, it may be possible to bring copies of the document to enable research. Charges will apply if you would like to keep the copies.

Copies of loose sheet documents can be made at Weston super Mare library during the visit. It is the responsibility of the archivist to take the copies, upon request from researchers.

You can bring a digital camera to take photographs of documents. You will need to purchase a photographic licence for the day before taking any photographs.

Charges

Copies made in advance, if original archive material cannot be brought

A4 black and white	50p per sheet
A4 colour	£1.50 per sheet
A3 colour	£2 per sheet

Photocopying of documents at Weston super Mare library

Charged in accordance with Weston super Mare library prices

Private use of cameras and scanners

Daily licence	£3
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Somerset Archives & Local Studies
Somerset Heritage Centre
Brunel Way
Norton Fitzwarren
Taunton
Somerset
TA2 6SF

Tel: 01823 278805 (enquiries)
Tel: 01823 337600 (appointments)
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Website: www.swheritage.org.uk/somerset-archives

South West Heritage Trust is a charity and a company limited by guarantee registered in England.
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