

GENEALOGY RECORD SEARCH

You may submit, online or by mail, a genealogy record search with the City Clerk's office. This request will confirm whether we have the records on file. If you do not have specific dates, please provide as much information as possible.

The fee is \$10 per record search.

Order Online:

- Go to <https://www.somervillema.gov/departments/city-clerk>
- Click on the button listed: GENEALOGY RECORD SEARCH
- Follow the instructions listed on the webpage.
- Pay by credit card or electronic funds transfer.
- The credit card processor charges a convenience fee.
- Your payment is nonrefundable even if we don't have the record(s).

Order By Mail:

- Make the check or money order payable to "City of Somerville"
- Your payment is nonrefundable even if we don't have the record(s).
- If you are searching for records of different individuals, you must submit a separate record search request for each record you seek.
- DO NOT SEND CASH
- If we locate the record, we will contact you with instructions on how to place an order.

For requests by mail, submit the following information:

Your Name: _____
Your phone number: _____
Your email address: _____
Birth Record
Full Name: _____
Date of Birth: _____
Death Record
Full Name: _____
Date of Death: _____
Marriage Record
Party A Name: _____
Party B Name: _____
Date of Marriage: _____

Send your request and payment to
City Clerk's Office, Somerville City Hall, 93 Highland Avenue, Somerville, MA 02143