

WATT INSTITUTION ENQUIRY FORM

DATE

NAME

ADDRESS

POST CODE

TELEPHONE

EMAIL

TYPE OF ENQUIRY

For visits to our facilities we can do the following immediately if staff are available:

1. Allow access to a microfilm reader to consult local newspapers
2. Direct you to online resources such as Ancestry.co.uk, British Newspaper Archive, SCRAM, Scotland's People, NLS etc.
3. Give access to our indexes (census, births, deaths, marriages, newspaper indexes, etc)
4. Direct you to the McLean Museum online collections
5. Direct you to our online WW1 resource (www.inverclydeww1.org)

FOR EVERYTHING ELSE PLEASE SEE DETAILS BELOW. WE WILL ENDEAVOUR TO ASSIST YOU AS MUCH AS WE CAN. TO DO THIS TO THE BEST OF OUR ABILITY, WE ASK YOU TO FILL IN THIS FORM AND WE CAN THEN SPEND MORE TIME AND CONSULT WIDELY TO GET THE MOST COMPLETE ANSWER.

WE UNFORTUNATELY CANNOT UNDERTAKE FAMILY HISTORY RESEARCH FOR YOU BUT WILL POINT YOU IN THE RIGHT DIRECTION.

Our Local History Resources can be viewed here: <https://www.inverclyde.gov.uk/community-life-and-leisure/heritage/local-history>

FAMILY HISTORY

We will direct you to our resources in order for you to carry out your own research. We can only answer specific requests.

ARCHIVES

You can consult our archive collection at <http://mcleanmuseum.pastperfectonline.com> and view them via appointment.

MUSEUM COLLECTIONS/PHOTOGRAPHS

A selection of our photographs can be viewed online at <http://mcleanmuseum.pastperfectonline.com>
General enquiries about other images can be made via this form.

NEWSPAPERS

Our newspaper index is available here:
<https://www.inverclyde.gov.uk/community-life-and-leisure/heritage/local-history/watt-library-newspaper-index>

We can look up specific dates and send them to you via email or post. We cannot make general searches.

Please give as full a description of your enquiry as possible. We will get back to you as soon as we can.

OUR CONTACT DETAILS - please return this form to wattinstitution@inverclyde.gov.uk

FOR OFFICE USE ONLY - PLEASE COMPLETE AND FORWARD TO SUPERVISOR

ENQUIRY TAKEN BY

SOURCE OF ENQUIRY(EMAIL, PHONE, IN PERSON)

ENQUIRY ALLOCATED TO

ENQUIRY ACKNOWLEDGED?

ENQUIRY COMPLETED AND STORED

DATE SATISFIED