



Historical Society of Long Beach

Special Collections Policy Long Beach Historical Newspaper Collection

The historical newspaper collection is still in the process of being inventoried. The newspapers are very fragile, and bound in very heavy volumes. Researchers must be assisted by HSLB staff to access this collection. Volumes will be made available by advance appointment. Exceptions may be made for bound volumes that are easily accessible and do not require the use of a ladder. Such exceptions will be made at the discretion of HSLB staff. HSLB has a limited staff to perform this function. Not all volumes will be made available to the public as they are in extremely poor condition.

- ✓ Researchers must either call (562) 424-2220 or email newspaper@hslb.org and state the exact dates (day if possible month/year) and name of publications to which they wish to access; and
- ✓ Make an appointment to come to the HSLB during gallery hours. Appointments must be confirmed by HSLB.
- ✓ No more than 3 volumes may be pulled at a time for one researcher.
- ✓ Researchers must wear gloves and handle the volumes carefully.
- ✓ Remote research service is not available at this time.
- ✓ Pursuant to our agreement
 - Press-Telegram researchers have priority for appointments.
 - Reproduction of any part of this collection is not permitted at this time.

Cost: Free to members, \$25 a day to all non-members (excluding Press-Telegram reporters).

Date of Request _____

Name _____

Phone _____ Email _____

Address _____

City _____ State _____ Zip _____

Purpose of Research _____

Newspaper Title _____

Date Searching for Day/Month/Year (be as specific as possible) _____