Our Policies

Research
The department is open weekdays from 9 am to 4:45 pm. Appointments are encouraged. We are pleased to assist, without charge, researchers who come to the library in person. Due to our limited staff, requests received by mail, electronically and by phone are assessed a nominal fee.

Copying
The following fees apply to items copied in the Plainfield Room:

- Computer print-outs – 25c per page
- Black & White copies – 25c per page
- Color copies 8 ½” x 11” – 50c per page
- Blueprints – 11” x 17” – $5 per page

Copyright Information
Reproductions of any materials from our collection are supplied for reference purposes only; some restrictions apply. The Plainfield Public Library is not responsible for the misuse of copyrighted material. Permission to publish photographic material must be applied for in writing. Permission to publish does not constitute a copyright clearance.

Funding
The work of the Local History, Genealogy & Special Collections Department is made possible through the generous funding of the New Jersey Historical Commission, a division of the Department of State; the Union County Office of Cultural & Heritage Affairs; the Plainfield Cultural & Heritage Commission; the Plainfield Foundation.; and the Friends of Plainfield Public Library (FOPPL).
Genealogy Resources

The Plainfield Public Library offers a wide-range of tools for genealogical research that provide resources covering the entire world! In addition to how-to guides and Reference Department staples on the main floor of the library, the Local History Department’s genealogy collection offers many specialized resources to family historians:

What Types of Items Are Important?

- **Photographs** – Family photos documenting milestones and personal memories, such as weddings, graduations, birthdays and the like.
- **Scrapbooks** – Albums that highlight family reunions, celebrations, and other occasions.
- **Correspondence** – Handwritten or typed personal letters, postcards, and telegrams.
- **Personal Documents** – Local diplomas, birth certificates, deeds, wills, etc.
- **Bible Records** – Family records of births, deaths, and marriages.
- **Diaries & Journals** – Personal and family histories that shed light on a person’s life or local events.
- **Books** – Yearbooks, class directories, published genealogies, etc.
- **Other** – Artifacts, ephemera, and other memorabilia.

Online Research

http://www.plainfieldlibrary.info/Departments/LH/LH_main.html

Access From Home or Library

- **ProQuest Historical Newspapers**
  Search the Courier News back to 1891
- **Plainfield City Directories**
  1868 to 1982
- **Historical Local Newspapers**
  1837 to 1918
- **Ancestry.com Library Edition**
  Family history information, with 5 billion names and 4,000 searchable databases.
- **American Ancestors Database**
  Access to over 110 million names in a variety of databases, making family research easy and efficient
- **FamilySearch Affiliate Library**
  Explore the world’s largest collection of free family trees, genealogy records and resources.
- **HeritageQuest Online**
  A comprehensive treasury of American genealogical sources, family histories, and more.
- **Local Census Collection**
  New Jersey state census records for Plainfield and the rest of Union County is held in microfilm format for the years 1865, 1885, 1895, 1905, and 1915.

And so much more!