

Research Requests

Research requests are the best way to learn about Waterbury and the Mattatuck Museum collections. We receive at least one request for information a day.

In order for us to most effectively and efficiently assist researchers, we have established this policy:

- Those seeking information must put their research request in writing, describing as thoroughly as possible their questions and the sources already consulted. These requests may arrive by either e-mail or post and should be addressed to Curatorial Office at the Mattatuck Museum. E-mail requests are preferred. Researchers are directed to www.mattatuckmuseum.org where they access the Collections tab for information.
- If a researcher needs to visit our archives, (s)he must first make an appointment by phoning the curatorial office at 203-753-0381 ext. 12 or ext. 15. This is imperative as researchers must be accompanied by staff when using the library. Researchers using the library must sign in and describe their project. There is a red binder with copies of library regulations and pages for researchers to sign.
- If the person seeking information requests the curatorial staff to do the research, (s)he will receive a letter from us upon receipt of the request. This letter describes the research policy and the fees incurred with the project along with the payment method.
- If a research project culminates in publication and contains information from our archives, acknowledgement is required. Additionally, one copy of the publication must be provided to the Museum for its records.

Other Resources for Researchers

The Silas Bronson Library has a great collection for local history and genealogy. Researchers should contact their Reference Librarian for assistance at 203-754-8225.

The *Republican-American* newspaper has photograph and print archives. Contact the librarian there at 203-574-3636.

The Connecticut State Library Archives are a must-visit for genealogists. They have a complete set of Waterbury City Directories, as well as probate records. Call 860-757-6677 for information.

Contact the Waterbury City Hall (Grand Street) for:

Land Records – Town Clerk's Office 203-574-6806

Marriage, Birth, Death records, holdings back to 1886 – Office of Vital Statistics 203-574-6800

Or, if you prefer, send your request by e-mail to www.waterburyct.gov .