



RCH Archives

Access and Research Request Form

Please be aware that there is no guarantee that what you are looking for will be found. If it is unlikely that what you are looking for is in our archives, you will be contacted before we start any work.

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Please complete all fields below. We will assess your request and respond within two weeks.

Email your completed form to archives@rch.org.au or print and mail it to RCH Archivist, The Royal Children's Hospital Melbourne, 50 Flemington Road Parkville Victoria 3052.

Contact details
Applicant name:
Address:
Email address:
Telephone number:
Organisation (if applicable):
Please describe your request, the records you hope to review and the purpose of your request. Please include as much information as possible, including relevant names, dates and locations.
Please outline the intended use/output of your research.
Frequency – will this be a one-off request or do you anticipate the need for further information?



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If a researcher intends any publication or further reproduction of records for publication in any form, the following undertakings must be given:

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RCH Archives approval

Signature: _____ Date: _____

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