

## Finding the Right Professional

- Consult the APG online directory at <[www.apgen.org/directory/index.php](http://www.apgen.org/directory/index.php)> or the published APG membership directory (available at most genealogical libraries) to find professionals whose services match your needs. You can also purchase the published directory at <[www.apgen.org/catalog/products.html](http://www.apgen.org/catalog/products.html)>

## Hiring the Professional

- Contact one or more professionals—noting credentials, experience, fees, and services. Evaluate their experience related to your particular problem.
- Inform the professional about your goals and specify your expectations. State limitations clearly, before you engage professional services. Be sure that you and the professional agree about what will be done.
- Ask about fees and out-of-pocket expenses. The majority of professionals charge \$30-\$60 per hour, although fees can range from \$10-\$100 per hour. Expect to pay a retainer in advance.
- Communicate **everything** you already know to your professional. That is the only way to insure that he/she doesn't duplicate what you've already done.

For more information about how to hire a professional genealogist, see APG's web page at <[www.apgen.org/articles/hire.html](http://www.apgen.org/articles/hire.html)>

**Association of  
Professional Genealogists  
PO Box 350998  
Westminster, CO 80035-0998  
[www.apgen.org](http://www.apgen.org)**

APG is an independent organization with approximately 1,400 members worldwide whose principal purpose is to support professional genealogists in all phases of their work. All members are required to abide by a code of professional ethics. This code helps to maintain high standards and to protect the public

## **Why Hire a Professional Genealogist?**

**APG LOGO**

Information from the  
Association of  
Professional Genealogists

## What Services Are Available?

Generally, professional genealogists offer services in two categories: *doing research* for hire, or lending expertise as a *consultant*.

**RESEARCH:** Professional genealogists may do research for hire based on their knowledge of, and access to resources for a particular area of expertise. The APG researchers specialize in many different areas, including:

- Geographic research;
- Ethnic groups;
- Overseas research;
- Research in specific time periods;
- Lineage society applications;
- Specific types of records, such as land or military records;
- Complete family genealogies.

**CONSULTING:** Professional genealogists also offer expertise as consultants that may increase your effectiveness in both conducting research and communicating your research results. For example, a professional can help you:

- Plan research strategies;
- Evaluate evidence;
- Produce a family history book;
- Develop a website;
- Organize documents and photos;
- Plan a family reunion.

## Help From an APG Professional

*When her grandmother died, Sandy inherited several unorganized boxes of old family pictures and papers. She hoped to put a name and relationship on each of the faces in the pictures, and she wanted to understand what each document could reveal about her family. But she knew nothing about genealogical research or document preservation. Where could she get help?*

*Diane's mother had always wanted to be a member of a lineage society. Diane recently discovered information on the Internet that showed her mother's line going back to a known Revolutionary soldier. She knew an Internet file would not meet the society's application requirements. How could she fulfill her mother's dream?*

*John had been doing family history research for thirty years. Finally he was ready to publish his findings and share them with the rest of the family. But the published work was probably going to be several hundred pages. The sheer size of the task intimidated him, and John feared he would never see the culmination of his life's work.*

Sandy, Diane, and John all solved their problems by engaging the services of a professional genealogist. Professional genealogists offer a wide range of services—from short research tasks to the complete job of researching and compiling a family history for a client.

## APG Code of Ethics

Every member of APG signs a code of professional ethics. The Code of Ethics states that the professional will:

- Promote a coherent, truthful approach to genealogy, family history and local history;
- Clearly present research results and opinions in a clear, well-organized manner, with accurately-cited references;
- Advertise services and credentials honestly;
- Explain without concealment or misrepresentation all fees, charges, and payment structures;
- Abide by agreements regarding project scope, number of hours, and deadlines or reporting schedules;
- Refrain from knowingly violating or encouraging others to violate laws and regulations concerning copyright and right to privacy;
- Give proper credit to those who supply information and provide assistance.

Clients can count on APG professional genealogists to give them high-quality services, and to produce high-quality results.

The full Code of Ethics and information about the Professional Review Committee can be found at <[www.apgen.org](http://www.apgen.org)>.