

# Archival Information Request

Girl Scouts of San Jacinto Council  
Goodykoontz Museum of Girl Scout History  
3000 Southwest Fwy.  
Houston, TX 77098  
713-292-0300

Girl Scouts of San Jacinto Council's Goodykoontz Museum of Girl Scout History has archival information available for research purposes upon request. The Council History Committee is entrusted to care for these resources and is happy to assist researchers.

To submit a request for archival/historical information, please fill out the form below. Depending on the information requested, two to three weeks may be needed to locate the applicable material. Once the Council History Committee has secured the requested resources, they will contact the requester. The requester will either request the materials be sent digitally or set up a time to view the materials.

If you have questions about the research process or material availability, feel free to contact a Council History Committee representative at [history@sjgs.org](mailto:history@sjgs.org) or 713-292-0300.

**Send this form via email to [history@sjgs.org](mailto:history@sjgs.org) or mail/drop off to:**

**GSSJC attn: Council History Committee, 3110 Southwest Fwy., Houston, TX 77098**

Name (full legal name – first, middle, last):

Email:

Phone:

Address:

Date requested:

Date information needed by:

Topic of information/material needed:

Date range (approximate year or time period):

Geographic range (county, city, or locality):

Specific question, material needed, and/or request:

Other helpful information to assist the Committee in their archival search:

Additional comments:

Accepted by the Council History Committee by:

Accepted by the Council History Committee on (date):

Council History Committee Member to research:

Comments about contact with researcher: