

## ***KITZMILLER GENEALOGICAL SERVICES, INC.***

*We provide World Class Family History Services*

90 West 500 South #432

Bountiful, Utah 84010

www.kitzgen.com; jkitzmill@kitzgen.com

***Our Company Philosophy:*** KGS is determined to provide top quality genealogical services with a speedy turnaround and to provide the best research value for your investment.

***How do we do this?:*** In addition to be owned and operated by an expert genealogist, we have access to a pool of talent that we can draw upon. This talent consists of outside expert- specific contract genealogists, qualified area-specific record searchers, and worldwide area-specific agents.

***Where are we located?:*** Our virtual office is the world famous Family History Library in Salt Lake City, Utah. We can meet with you online, at the Library, or at your home!

***Genealogical Products:*** ***Family Histories*** We can either assist in writing and compiling your own genealogy and family history, or do it for you. Various publication types are available: website, printed book, DVD, Video Cassette. Contact us for more information; ***Frameable Charts*** (ancestral photos, ancestry and descendancy charts); ***Ancestral and Individual Biographies***; ***Coats of Arms*** (design and paint new or known family coats of arms to European heraldic specifications). ***Blazon Interpretation*** (take a description of a coat of arms - usually in Latin - and transform that into a coat of arms). All of the above are great gift ideas!!

***Genealogical Services:*** ***Lectures*** (can speak at your family organization, fireside, or genealogical society); ***Seminars*** (hosted in Salt Lake City by various hotels or at your locality); ***Family Websites*** (where our research is posted so it can be shared by various family members); ***Family Organizations*** (we help you set one up, manage the research and coordinate the payments); ***Heritage Tours*** (we personally take you to the lands of your ancestors! This includes a syllabus and itinerary, or we can plan a do-it-yourself tour); and ***Virtual Heritage Tours*** (we go and take color digital photographs and video for the perfect DVD gift!).

***Research Services:*** ***Research Trips*** (we do onsite research wherever it is needed to trace your family's ancestry. We travel worldwide in an effort to provide quality research - past trips to Switzerland, Germany, Austria, the British Isles, the Republic of Ireland, Canada, New Zealand, and the U.S.); ***Researcher Trips*** (want to go along with an expert who will guide you in your research efforts?); and our main service of ***Family History Research***.

## *Family History Research Options*

*Research:* In genealogy, the results must be measured by the proper use of research principles, methodologies, and practice. Since no researcher can guarantee the results of research, a researcher can, through experience, determine what records exist, analyze the information found therein, and make cogent recommendations for future successful research. *KGS* has over 20 year's of experience, and we will do all that we can to ensure a successful research experience.

*Research Approach:* We base our searches upon we call a "pedigree line", which only contains one surname. Each branch in a pedigree will have another new "pedigree line". We recommend that a single research project be focused upon 1 "pedigree line" at a time, unless other families are in the same area. Multiple projects can be focused on related pedigree lines in the same locality. **Takes 4-6 weeks to complete a project (rush projects are available).**

*Research Project:* A project, our standard unit of measurement, is the culmination of effort involved in searching for you ancestors. This consists of the following:

- *Service Request* (which captures the details of your instruction)
- *Sifting/Input* (we review your research and documents, and input data into PAF" equivalent database; we can also digitize your documents & photos)
- *Project Summary* (1 page)
- *Research Report* (details what was found in our search, is keyed to both a research calendar and documents)
- *Research Calendar* (details all sources searched with bibliographic citations)
- *Research Documents* (generally photocopies or perhaps photographs numbered and keyed to report and calendar, show important links in the research)
- *Correspondence* (generated as needed to our agents)
- *PAF/GEDCOM file; Family Group Sheets & Pedigree Charts*
- *TempleReady Data* (TempleReady report, Submission disk, or printed Temple cards) for our LDS clients
- *Invoice, Folder and/or Binder* (we can also email your project to you)

*Project Costs:* Over the years we have noticed that for a project to be successful it needs a minimum of 10 hours of effort and normally up to 20 hours. Therefore, based upon our flat rate of **\$50/hour**, a standard project can be as much as **\$1,000** for most research.

*Methods of Payment:* You have the option to pre-pay, and we start your research immediately; 50% deposit (which will start the project, and is completed upon final payment); or a monthly "deposit" of an amount you decide (once it reaches the 50% mark we will start the project, and complete when the total is paid in). This should make expert genealogists available to anyone!! We accept *Checks, Money Orders, and Credit Cards*.

*QuickSearch:* We are excited by this new service, which will allow you to pick the level of service and cost. All of these levels are based upon a \$50/hr research fee, and will be the quickest turnaround time:

- **Research Question & Answer** (we help you determine what to do); **\$50/hr**
- **Targeted Searches** (we can search specific items at your request); available in the following quantities: **\$250, \$450, \$650, and \$850**. Does not include the elements of a research project, only research notes/logs + document copies.
- **Document Find** (find a specifically requested document + copy); **\$50**
- **Research Analysis** (we look over what you have and determine what is needed); **\$100 minimum**

Free Stuff: (only available online), which will consist of **Free Material** (handouts, outlines, booklets, pamphlets, photos, books, etc.); and **Free Help** (*Pedigree Overview* - what's the potential for research on your pedigree, and *Ask a Question* - where we answer 1 specific question)

Consultations: Either by phone or in person, we can help you in your home where ever you live, or be at your side at the Family History Library in Salt Lake City (or elsewhere upon appointment). This service starts at **\$50/hr**

Religious Family History Corporation (RFH): **KGS** is affiliated with **RFH**, a public charity registered with the IRS. Checks sent to us written to RFH Corp. can be tax deductible. If you are interested in this service, please contact us for further information.