

County Records Procedures

Thomason Room Special Collections Department

Newton Gresham Library provides access to historical county records of Walker and surrounding counties. We are happy to help facilitate research in these records, but must alert patrons to several important policies pertaining to the use of these documents.

1. Walker and surrounding county records are housed on the first floor of Newton Gresham Library. Access will only be granted in the company of a Newton Gresham Library employee. It is recommended to contact us before your visit. Please call or email the Thomason Room Special Collections department and be prepared to make your visit during regular business hours. (Contact: 936.294.1619 or speccoll@shsu.edu)
2. It is recommended that you begin your research before you come; please consult this detailed guide to using the county records held at Newton Gresham Library: [http://library.shsu.edu/about/departments/specialcollections/Guide to County Records at SHSU.pdf](http://library.shsu.edu/about/departments/specialcollections/Guide%20to%20County%20Records%20at%20SHSU.pdf)
3. Copies of all county records will be assessed a \$1.00 per page fee, payable in the copy services area on the 1st floor (cash, check, or credit card accepted; receipt provided.)
4. There will be a \$15.00 per hour county records retrieval fee assessed for extended sessions of research assistance in locating and copying and/or scanning county records.

Interlibrary Services Department

1. Sam Houston State University also holds county records for nine counties on microfilm, which can be accessed by either stopping by interlibrary services on the first floor, or by sending a request through your local library's interlibrary loan department.
 - a. Please note: when submitting your request, include both the county name and reel numbers (limit of five reels per request.)
 - b. Also note that patrons who visit Newton Gresham Library may view microfilmed county records for Anderson, Freestone, Grimes, Houston, Leon, Madison, Montgomery, Trinity and Walker counties with the help of ILS personnel.
2. The microfilm reels held in-house at SHSU include Anderson, Freestone, Grimes, Houston, Leon, Madison, Montgomery, Trinity and Walker counties. (These nine counties may be viewed on microfilm in house, while the other Texas counties must be ordered through interlibrary loan.)
3. To see a complete list of county records from the 254 Texas counties which can be ordered through interlibrary loan through your local library, click on this link: <https://www.tsl.state.tx.us/arc/local/index.html>
4. Please call the Thomason Room Special Collections Department or Interlibrary Services with any questions. (Thomason Room: 936.294.1619 and ILS: 936.294.1616)