

Frequently Asked Questions About the Anaconda Geological Documents Collection:

Q: How do I learn what information is in the collection?

A: Information about the countries, commodities and project/document types and general database guidelines are available on the Anaconda web-site. Please submit a search request form to learn more about the specific collection holdings. Search results matching your criteria can be emailed to you free of charge as an excel or rich text format file attachment.

Q: Can I access the Anaconda collection or request duplication of materials without a membership?

A: No. While searches in the Anaconda database are conducted free of charge and mailed as email attachments upon request, physical access to the Anaconda collection is reserved for paid membership holders. Some members, however, never conduct research on-site. Instead they place copy orders long-distance and the photocopies are mailed directly to them.

Q: Can I access the Anaconda Collection without an appointment?

A: No. The collection is only available weekdays by advance appointment to membership holders. **Two week advance scheduling of appointments is required.** The collection is available Monday 10am-9pm (with requests for additional materials and invoice processing completed by 5pm), and Tuesday through Friday, 8am-5pm.

Q: How do I apply for a Corporate (Gold, Silver, Bronze) or Government (Federal, State, County, City) level membership?

A: Please contact the Anaconda Collection Manager with the following information: Membership name (address/phone/fax/email), contact person name (address/phone/fax/email), the membership level, and the names of designated researchers. After receipt of this information an invoice will be prepared. Payment of the membership invoice is required prior to on-site visits or processing of duplication orders.

Q: How do I apply for an Academic/Historical/Non-Commercial level of membership?

A: This membership level requires a written proposal demonstrating non-commercial use of the collection. Please prepare a letter describing your use of the collection and the results of your research (such as thesis, historical article etc.) and include brief resume or vita. After receipt of the application a committee will review the application and make a formal decision regarding the proposal within approximately thirty days.

Q: Can the Anaconda Collection be duplicated?

A: Yes, if the copies fall within the provisions of the Anaconda membership. The stated Anaconda copy fees represent copies made by AHC staff. A 50% discount is offered for membership holders who make self-service black/white page photocopies while on-site. All

oversize map copies and scans are made by AHC staff as time permits. The Center also has a full darkroom if these services are needed by Anaconda patrons. Additional fees apply.

Q: What forms of payment does the AHC accept?

A: Cash, Check, Visa and MasterCard.

Q: Where do I access the Anaconda Collection?

A: The Anaconda Collection is accessed in the American Heritage Center's Main Reading Room, located on the fourth floor of the AHC. The Center is part of the Centennial Complex on the University of Wyoming campus. Maps and directions to Laramie, the AHC, and U.W. are available at the following address: <http://ahc.uwyo.edu/about/location.htm>.

Q: Are there AHC collections in addition to Anaconda that may be useful to my research?

A: Yes, the American Heritage Center is the repository for over several thousand manuscript collections and 40,000 rare books. Anaconda is just one of the Center's collections. Please visit the on-line subject guide (Guide to the Mining and Petroleum Industries, <http://ahc.uwyo.edu/store/guides.htm>) and consult the on-line catalog (<http://ahc.uwyo.edu/usearchives/default.htm>) to learn more about these collections. Non-Anaconda collection questions can be directed to the Main Reference Desk, 307-766-3756 or ahcref@uwyo.edu.

Q: Are there other Anaconda Company collections besides the materials at the American Heritage Center?

Yes, other Anaconda records are located at the following locations:

The Montana State Historical Society Archives (Helena, MT) maintains the Anaconda Copper Mining Company Records, 1876-1974.

Anaconda-Deer Lodge County Museum (Anaconda, MT) maintains the Anaconda Copper Mining Company Archival Collection.