



QUESTION:

WHAT ARE THE PROCEDURES THAT NEED TO BE FOLLOWED WHEN VISITING THE LIBRARY AND ARCHIVES CANADA?

BEFORE VISITING, CONSULT THE LAC WEBPAGE:

(<https://www.bac-lac.gc.ca/eng/services-public/Pages/Registration-Intro.aspx>)

- LOOK FOR “SERVICES FOR THE PUBLIC” AND “BOOK YOUR VISIT IN OTTAWA”
- UNDER “SERVICES FOR THE PUBLIC”, CLICK ON “USER CARD REGISTRATION” AS A LAC PASS IS MANDATORY FOR BUILDING ACCESS (AND THE KEY ARCHIVAL LIBRARY; PHOTOGRAPHIC AND ORAL HISTORY COLLECTIONS !)

ONCE DONE:

- RETRIEVE INFORMATION ON REGISTRATION PROCEDURES AND HOURS OF OPERATION
- IDENTIFY CURRENT INFO ON UKRAINIAN ARCHIVAL COLLECTIONS INCLUDING FILES ON THE UKRAINIAN COMMUNITY AND INDIVIDUALS IN THE MANUSCRIPT COLLECTIONS (PRIVATE FONDS) AND IN FEDERAL ARCHIVES RECORDS
- **NOTE:** No LAC MATERIAL CAN BE REMOVED FROM THE BUILDING



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**WHAT ARE THE PROCEDURES THAT NEED TO BE FOLLOWED WHEN VISITING THE LIBRARY AND ARCHIVES CANADA?
(... CONT'D)**

2ND FLOOR - AT THE REFERENCE DESK

- "FINDING AIDS" FOR PRIVATE FONDS (ORGANIZATIONS/INDIVIDUALS) & FEDERAL GOV'T RECORDS
- NOTE: TO LOCATE UKRAINIAN-RELATED FILES IN THE FEDERAL GOV'T RECORDS, THERE IS A THREE VOLUME COMPILATION OF FILE TITLES MADE IN THE 1970'S
- PHOTO CATALOGUE (FIND PHOTOS OF UKRAINIANS IN CANADA)
- CITY DIRECTORIES FOR THE MAIN CITIES IN CANADA IN THE REFERENCE ROOM

3RD FLOOR - GENEALOGY SECTION & MAIN READING ROOM

- SUBMIT REQUESTS FOR ACCESS TO ARCHIVAL AND PUBLISHED MATERIAL
- STACKS HOLD PUBLISHED (UKRAINIAN) FAMILY HISTORIES
- PUBLIC-USE COMPUTERS AVAILABLE TO ACCESS ANCESTRY AND OTHER DATABASES
- SELF-SERVE MICROFILM STORAGE ROOM WITH READERS FOR "OPEN" REELS
- SPECIAL PROCEDURES APPLY FOR ACCESS TO RESTRICTED MICROFILM REELS.
- PHOTOCOPIES OF MICROFILMED DOCUMENTS CAN BE MADE ON-SITE
- THERE IS A READING ROOM FOR VIEWING MATERIAL FROM THE "SPECIAL COLLECTIONS" (RARE DOCUMENTS)