

# GUIDES TO HELP YOU

We have a variety of guides and forms available on our website and in our reference room, including:

- Reference guides by subject
- Indexes and finding aids
- Order and permission forms

# VISIT US

In our reference room, you can:

- Get expert help from archivists and access technicians
- Research your BC family history
- Access government, business, religious and private archives
- View films and photographs
- Access archival court records
- Research land and settlement records
- Listen to interviews and broadcasts
- Read books and publications from the archival library
- View paintings, drawings and prints by appointment
- Examine maps, plans or architectural drawings

# CAN'T VISIT IN PERSON?

From our website, you can:

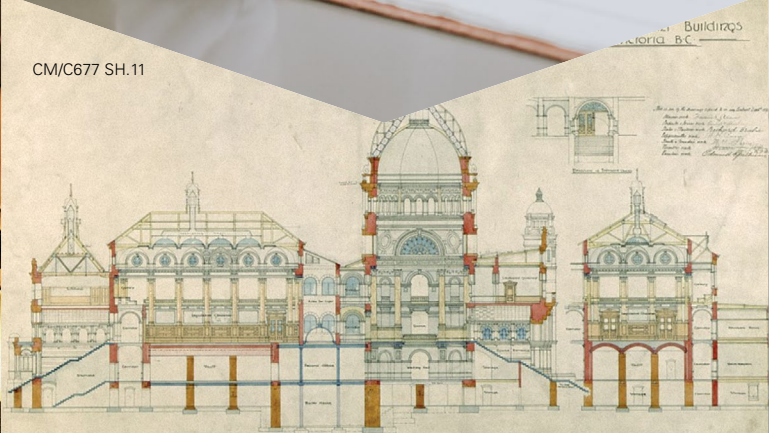
- Order copies of records or microfilm
- Order copies of divorce documents and court records
- Send us a simple research question
- Find links to our digitized material and related records held in other institutions
- Locate an independent researcher who will conduct detailed research for a fee

# WE'RE OPEN LATE

We know not everyone can visit during our regular staffed hours—that's why the reference room is open late on weekdays and during the day on weekends. There are no staff on site during these times, so no original records can be retrieved, but we're happy to set items aside for you in a locker.

A limited number of lockers are available; please contact us in advance to reserve one. Some archival materials, including original photographs, maps, rare books and fragile records, are not available after hours. You must hold a valid research pass to request items.

# WELCOME TO THE BC ARCHIVES





# ABOUT US

The BC Archives acquires, preserves and makes publicly accessible the documentary heritage of the province. We provide researchers access to our collections of historical photographs, documents, sound recordings, film, maps and publications.

We hold millions of archival treasures that reveal BC's past. Our collection includes records of government as well as records of individuals, businesses and communities whose experiences and legacies shaped BC and whose stories help us understand where we are today and allow us to look ahead to tomorrow. Whether you're a seasoned genealogist or a student researching your first project, we have the resources and guidance to point you in the right direction.



The British Columbia Archives is a treasure house of information, an inspiration for students, writers, historians, novelists; it is a possession of which we have every reason to be proud.

— John Hosie, Provincial Archivist, The Daily Colonist, February 1, 1928

# DID YOU KNOW?

As the oldest archival institution west of the Great Lakes, the BC Archives traces its roots back to 1894.

**The BC Archives collection includes:**

- 30,000 linear metres of textual records
- 180,000 maps and architectural records
- 5,500,000 photographs
- 13,000 audio recordings
- 5,300 video and film titles
- 72,000 publications
- 11,000 paintings, drawings and prints

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# OUR HOLDINGS

You can search the BC Archives collections online and view digitized records using the catalogues on our website:

**BC Archives Collection:**

[search-bcarchives.royalbcmuseum.bc.ca/](https://search-bcarchives.royalbcmuseum.bc.ca/)

**BC Archives Library:**

[https://rbcm.catalogue.libraries.coop/eg/opac/home?physical\\_loc=488&locg](https://rbcm.catalogue.libraries.coop/eg/opac/home?physical_loc=488&locg)

**Genealogy Database:**

[search-collections.royalbcmuseum.bc.ca/Genealogy](https://search-collections.royalbcmuseum.bc.ca/Genealogy)

# PLAN YOUR VISIT

The British Columbia Archives is located on Lekwungen territory, in Victoria, British Columbia, Canada, beside the Royal BC Museum. To make the best use of your time at the BC Archives, advance planning is recommended because of the size and complexity of our collections held both on and off site. Here are a few tips:

- Take a look at our website. You'll find answers to many questions, and you can search thousands of records and publications using our online catalogues. If you can't find what you're looking for, contact us.
- Apply for your research pass online or on site. Remember to bring photo ID with you when you visit us for the first time.
- Email us a minimum of 48 hours in advance of your visit. The records you want to see might be stored off site. We need advance notice to make sure they are ready and waiting for you.
- Some of our records have access restrictions or are in specialized storage. Please contact us in advance about restricted records. You may need to contact our Privacy section for access.
- Occasionally records are unavailable because they are undergoing conservation treatment or are on exhibit.

# HOURS

Monday to Friday 10:00 am – 6:00 pm  
Saturdays 10:00 am – 4:00 pm  
Closed Sundays and holidays

Staff Assistance 10:00 am – 4:00 pm  
Tuesday – Friday

For additional service details, current hours and holiday schedules, visit our website at <https://royalbcmuseum.bc.ca/visit/plan-your-visit/hours#BCArchivesHours>

**BC Archives**

675 Belleville Street,  
Victoria, BC V8W 9W2

Phone: 250-387-1952 Fax: 250-387-2072  
Toll-free from Vancouver:  
604-660-2421 (ask for 250-387-1952)

Toll-free elsewhere in British Columbia:  
800-663-7867 (ask for 250-387-1952)

Email: [access@royalbcmuseum.bc.ca](mailto:access@royalbcmuseum.bc.ca)



The BC Archives and the Royal BC Museum are located on the traditional territories of the Lekwungen (Songhees and Xwsepsum Nations). We extend our appreciation for the opportunity to live and learn on this territory.