CARE / HANDLING
Please exercise all possible care to prevent damage to the records. Records should not be leaned on, written on, folded anew, traced or handled roughly. White cotton gloves are provided by archive staff to be worn when handling all records. Unbound documents are to be kept in the same order in which they are received. We request that pencils alone be used for taking notes. This precludes accidental ink marks on the records. Pencils are available upon request.

SECURITY
Researchers must remain in the Research Room. All records will be brought out from the main archive area which is accessible only to authorized staff members. No documents, microfilm, folders or books may be taken from the Research Room. Theft or mutilation of records is a crime. (Penal Code Section 490.5). Cameras, computers, scanners, tape recorders and other equipment may be used with the permission of staff. Personal belongings (e.g. coats, jackets, umbrellas, purses, briefcases, computer cases/covers, folders, etc.) must be placed in lockers or coat closet located in the Research Room reception area.

PHOTOCOPY/SCANNING
Photocopy/Scanning services are now available for a minimal charge.

RECORDS
Tuolumne County records in the archive:
Assessment
Auditor
Board of Supervisors
Clerk
Declaration of Intentions
Great Registers
Justice Court
Oral History
Marriage
Probate
School District
Sheriff/Coroner/Jail
Superior/ District Court
Treasurer
Tuolumne County Newspapers

VICINITY MAP

CARLO M. De FERRARI ARCHIVE
The official records of Tuolumne County, one of California’s 27 original counties, are located in the Carlo M. De Ferrari Archive. The building was designed in 1997 by Cooper Kessel, an East Sonora architect, and built by Barham Industrial Constructors, Inc. in 1999. It was dedicated for public use on December 21, 1999, and officially opened on June 8, 2001.

Carlo M. De Ferrari Archive
490 Greenley Rd.
Sonora, CA 95370
Phone (209) 536-1163
e-mail: amattos@co.tuolumne.ca.us
Research Hours:
Tuesday through Thursday
8:30 am – 4:30 pm
Please call ahead for an appointment.
ABOUT CARLO

The archive is named in honor of Carlo M. De Ferrari, a third generation Tuolumne County native son and "Official Historian of Tuolumne County," a title bestowed in 1972 by the Tuolumne County Board of Supervisors in recognition of his extensive knowledge of local history and his dedication to its preservation.

ORGANIZATION

The governing body of the Carlo M. De Ferrari Archive is the Tuolumne County Board of Supervisors. The county Assessor-Recorder oversees general administration of the archive. The Records and Archive Manager coordinates daily operations. All records accepted for preservation in the archive should have an historical connection to official county governmental business. Volunteers from the Tuolumne County Historical Society and the Tuolumne County Genealogical Society accession/index records. The archive is largely dependent on volunteers to perform its mission.

REFERENCE / RESEARCH

We answer questions about the records and requests for specific information from the records that involve a reasonable amount of research. We will check specified, easily searched indexes for a name. Extensive research or issues involving questions of judgment cannot be undertaken, but recommendations will be made for further research.

LOCATION

The Carlo M. De Ferrari Archive is located at 490 Greenley Road in Sonora behind the Tuolumne County Library. Also located nearby is 49'er Rotary Park with a picnic area, a playground for young children, Skate Park, Senior Center and Vietnam War Memorial.

HOURS / ACCESS

The Research Room is open by appointment. You can reach us at (209) 536-1163. Appointments are available Tuesday through Thursday from 8:30 am to 4:00 pm. As a Tuolumne County supported repository of public records, the archive is open but subject to limitations and restrictions necessary to preserve and ensure the safety of the records. For this reason the staff may insist on the use of microfilm or scanned copies instead of the original records. Requests to access Superior Court Records must be approved by the Court. Researchers need not write in advance, but it is often helpful. Our mailing address is:

Carlo M. De Ferrari Archive
Attn: Andy Mattos
2 South Green Street
Sonora, CA 95370
e-mail: amattos@co.tuolumne.ca.us

REGISTRATION

Please check in with an archive staff member and sign-in our registration book giving your name, permanent address, the subject and purpose of your research. All researchers and visitors to the Research Room are expected to comply with this request and please note that we will not share your information.

PARKING

Parking facilities are provided. Entrance to the parking lot is on Greenley Road. Park your vehicle in the main parking lot and walk to the rear of the county library. A handicapped parking site is available next to the archive.

RESEARCH ROOM FACILITIES

The Research Room occupies the north side of the archive building. A coat closet and a restroom are located in the Research Room area. Outside food and beverages are prohibited in the Research Room. The Research Room has two large research tables and eight chairs that were part of the original furnishings of the Tuolumne County Courthouse. The Research Room also contains a copier/scanner, 2 computers, and a microfilm viewer for public use.