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## Record Office Branches

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### GENERAL

#### Readers' Tickets

Suffolk Record Office is a member of the County Archive Research Network. Access to archives is possible only with a **CARN** ticket. Tickets, valid for 4 years are issued free of charge on production of an official document giving both name and address (e.g. driving licence, medical card, building society passbook). Full details are available on request.

#### Postal enquiries

The office provides a comprehensive genealogical record-searching service in response to postal enquiries. Further details and current charges are available on request.

#### Internet access

For more information on the Record Office, visit our web site: [www.suffolk.gov.uk/sro](http://www.suffolk.gov.uk/sro) or [www.suffolkheritagedirect.org.uk](http://www.suffolkheritagedirect.org.uk) – one-stop gateway to Suffolk's heritage collections.

### BURY ST EDMUNDS

#### Address

Suffolk Record Office  
77 Raingate Street  
Bury St Edmunds  
Suffolk  
IP33 2AR

**Location** - see attached plan

The office is situated in Raingate Street, opposite the New Shire Hall and the Police Station. Visitors travelling on the A14 from Cambridge or Ipswich should leave at the 'Bury St Edmunds East' exit. Car parking is available behind Shire Hall. Two disabled parking bays are available in the 'pay and display' car park adjacent to the building.

Bury St Edmunds railway station is c 1 mile north of the office. The office is not on a bus route but there is a taxi rank at the railway station.

#### Telephone and email

Telephone: 01284 741212  
Email: [bury.ro@suffolk.gov.uk](mailto:bury.ro@suffolk.gov.uk)

## **Opening hours**

Monday:	9.00am – 5.00pm
Tuesday:	9.00am – 5.00pm
Wednesday:	9.00am – 5.00pm
Thursday:	9.00am – 5.00pm
Friday:	9.00am – 5.00pm
Saturday:	9.00am – 5.00pm

## **IPSWICH**

### **Address**

Suffolk Record Office  
Gatacre Road  
Ipswich  
Suffolk  
IP1 2LQ

**Location** - see attached plan

The Office is situated at the former Bramford Road schools, just over one mile north-west of Ipswich town centre. It is easily reached by car from the A14 (Bury St Edmunds, Cambridge and Midlands) via Norwich Road or Bramford Road, from the A12 and A1214 (Colchester and London) via London Road and Yarmouth Road, and from the A12 and A1214 (Woodbridge and Lowestoft) via Colchester Road and Valley Road. Car parking is available on site, entrance in Gatacre Road (closed after office hours).

Ipswich buses service 8 and 8b (ASDA via Whitehouse) from Tower Ramparts operates every 10 minutes and stops outside the Record Office. Taxis are available at Ipswich Rail Station, alternatively take any bus to Tower Ramparts and then catch a number 8 or 8b.

### **Telephone, fax and e-mail**

Telephone:	01473 584541
Fax:	01473 584533
Email:	<a href="mailto:ipswich.ro@suffolk.gov.uk">ipswich.ro@suffolk.gov.uk</a>

## **Opening hours**

Monday:	9.00am – 5.00pm
Tuesday:	9.00am – 5.00pm
Wednesday:	9.00am – 5.00pm
Thursday:	9.00am – 5.00pm
Friday:	9.00am – 5.00pm
Saturday:	9.00am – 5.00pm

## **LOWESTOFT**

### **Address**

Suffolk Record Office  
Central Library  
Clapham Road  
Lowestoft  
Suffolk  
NR32 1DR

**Location** - see attached plan

The office is situated on the first floor of the central library, just off the main shopping area in Lowestoft. It is reached via the A12 from Ipswich and the south, and from Great Yarmouth via the A146 (Norwich) and A143 (Bury St Edmunds from the west. The office is within easy walking distance of both the bus and railway stations.

### **Telephone, fax and email**

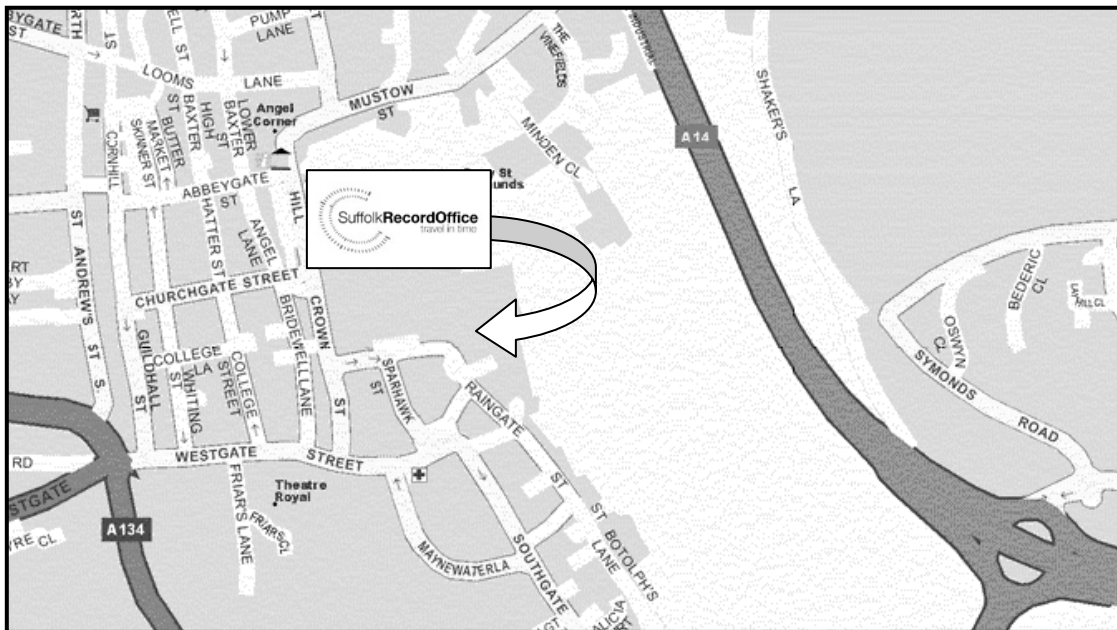
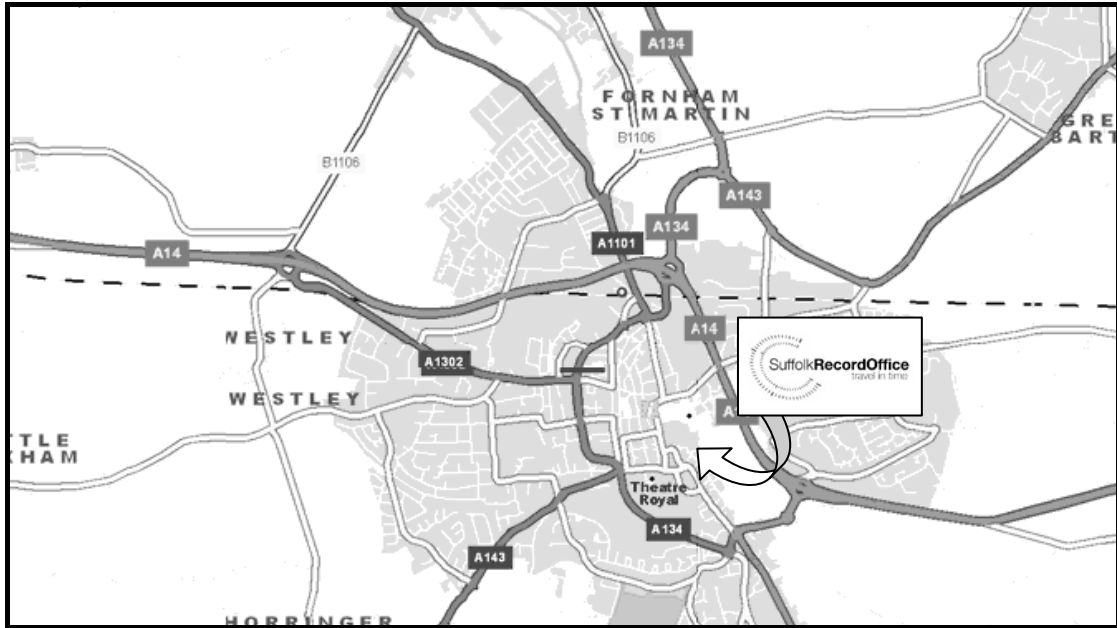
Telephone: 01502 405357  
Fax: 01502 405350  
Email: [lowestoft.ro@suffolk.gov.uk](mailto:lowestoft.ro@suffolk.gov.uk)

### **Opening hours**

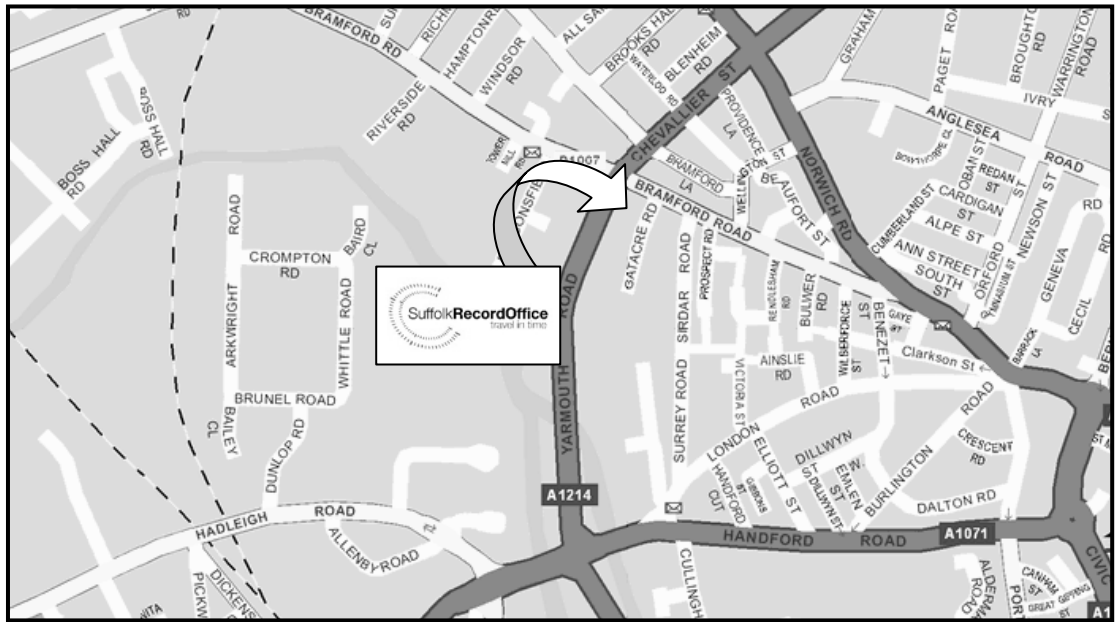
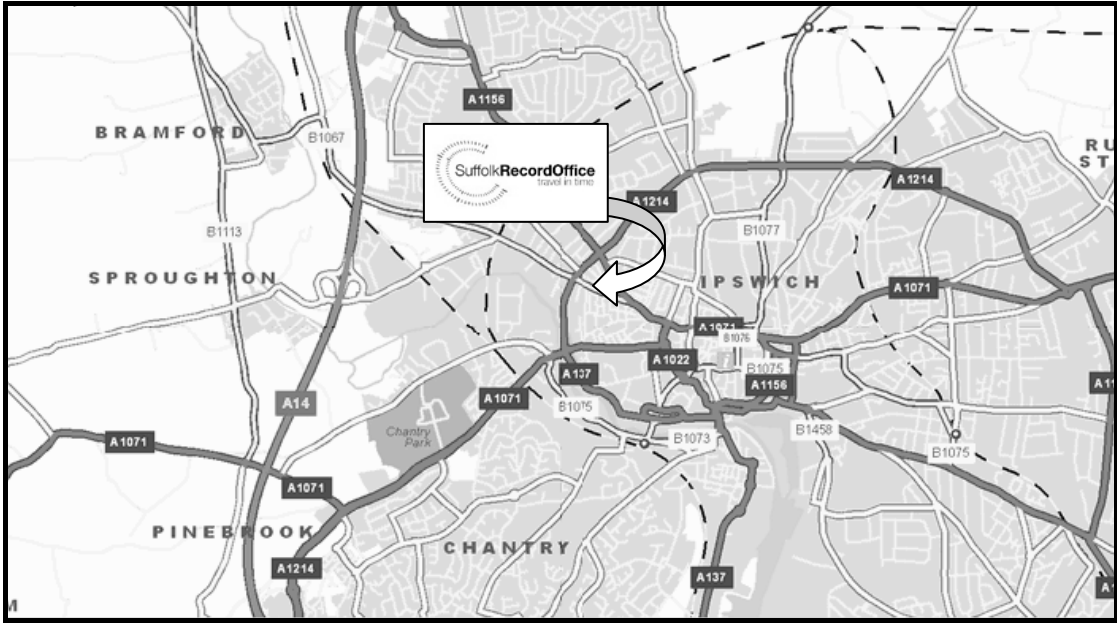
Monday: 9.00am – 5.30pm  
Tuesday: 9.00am – 7.00pm  
Wednesday: 9.00am – 5.30pm  
Thursday: 9.00am – 5.30pm  
Friday: 9.00am – 5.30pm  
Saturday: 9.00am – 5.00pm  
Sunday: 10.00am – 4.00pm\*

\*Limited Service, please phone for more details

# Bury St Edmunds Record Office



# Ipswich Record Office



## Lowestoft Record Office

