

**Lewisville Historical Society  
Lewisville Archives Committee  
Archives Guidelines**

**Goals:**

1. The Archives Committee seeks to collect items of historical interest relating to the history and heritage of the Lewisville Area.
2. The Archives Committee seeks to organize and preserve the collection according to state of the art methods to provide maximum preservation and access to materials for researchers, students, and citizens into the future.

**Lewisville Area Defined:** Incorporated Town of Lewisville and the Lewisville Township.

**Items Collected:**

1. The following is a list of items collected. This is not an exclusive list:
  - Documents
  - Newspaper and magazine articles
  - Genealogies
  - Deeds and real estate records
  - School, church and club albums
  - Marriage, birth, and death records and announcements of notable people and major families
  - Programs and playbills of important events
  - Advertisements of local businesses
  - Oral histories
  - Maps
  - Photographs, slides, videos of important events, buildings, people, businesses, and organizations
  - Audio recordings of important events, groups, and people
  - Memorabilia such as clothing, books, albums, household objects, etc., of historical significance
  - Digital forms of all of the above
  - Any item that pertains to the history of the Lewisville Area
2. Subject areas of interest to the Lewisville Archives Committee:
  - General Lewisville history
  - Town government news and events
  - Lewisville area school histories, albums, news and events
  - Major clubs and organizations histories, news, and events
  - Major businesses histories, news, advertisements, and events
  - Major buildings histories, deeds, and photographs
  - Major landmarks, such as parks, etc.
  - Major community institutions histories, news, and events
  - Major church histories, directories, albums, news, and events
  - Family histories, news, and events
  - Lewisville Historical Society history and events; documents and photographs of meetings, committees, and projects
  - Major events, programs, and celebrations
3. Items **not** collected:
  - Articles on sports events, unless the subject is an outstanding individual or event.
  - Advertisements of events