CONTENTS

Section 1

INTRODUCTION

This guide has been prepared for the beginner in genealogy, and for the beginner who has little or no knowledge of his family. It is hoped that others, who have already begun the search for information about their ancestors, may find it useful in some particular direction.

The first aim in tracing one's family in Australia should be to gather all the information available here, in public records and in private papers, before attempting any search overseas.

The procedure suggested will help you to compile an authentic, well-documented pedigree. At the same time it will assist you in finding the answers to three significant questions about your pioneer forebears in Australia —

WHEN did they come?

WHENCE did they come?

WHY did they come?

WHEN YOU BEGIN

1. *Family stories* should be written down. If there is a family Bible, copy the records it contains and search its pages for old letters and newspaper clippings. Names and relationships which may not appear important could prove, later on, to be useful clues.

2. *Photographs* of your family and of the houses, towns and properties where they lived, should be collected. Write names, dates and other distinguishing notes on the back of each one, in ink. Never use a ball-point on photographs.

3. *Burial plots* should be located, and inscriptions on memorial stones copied before they are lost. Note any nearby stones which bear familiar surnames, and record all memorials in a family enclosure.

4. *The spelling of a name* may vary quite markedly in different records. Remember that a name was often spelt as it sounded to the writer. Copy variations in spelling carefully.

5. *Conflicting statements of age* also appear very frequently. Allow for a difference of several years until the correct birthdate is established.

6. *All information must be checked* and, in particular, the information supplied on registration of birth, marriage and death. Marriage certificates are usually reliable, as the information was supplied by the parties concerned. Death certificates can be misleading and should not be accepted without checking against other records.

7. *Accuracy is essential.* Be sure that you copy dates, or page references to books, exactly; extracts should be quoted without alteration of spelling or punctuation.

8. *Your family history begins with you.* Never assume a connection with some particular family and then try to fit yourself into one of its branches.

There is only one way to trace your family history — by working backwards from yourself, on the firm foundation of proof of descent.

Section 2

HOW TO TRACE YOUR ANCESTRY

STEP 1.   Yourself — Birth Certificate.

Obtain a full copy of your own birth certificate. (See Section 3 for details of where to write and cost of certificates.)

This Certificate should provide the following information —

(a) Your father's full name, age and birthplace, and his occupation at the time of your birth.

(b) Your mother's maiden name, age and birthplace.

(c) The date and place of your parents' marriage.

Commence your family pedigree. To simplify recording, keep your father's family on the left and your mother's on the right of the page. Do not attempt at first to record all the children of a marriage. Concentrate on your direct line. Additions may be made later on an enlarged chart.

Example of information from a birth certificate, in pedigree form —

```
JOHN WILLIAM BROWN  ──────┬──────   MARY SMITH
    born Sydney, N.S.W.    │    born Lismore, N.S.W.
       about 1905          │         about 1905
                           │   married Lismore 1.1.1928
              WILLIAM BROWN
          born at Ashfield, N.S.W.
                 1.6.1932
```

STEP 2. **Your parents — Marriage Certificate.**

Obtain a full copy of your parents' marriage certificate. You will know the date and place of marriage from the information supplied on your own birth certificate.
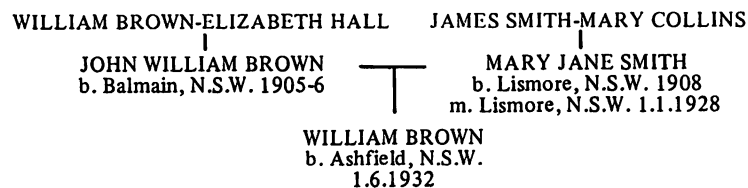
The marriage certificate should show —

(a) The full names of both your parents, their ages and birthplaces.

(b) The names of your two grandfathers and their occupations, at the time of your parents' marriage.

(c) The maiden names of your two grandmothers.

Check ages and birthplaces against those shown on your birth certificate.

Note the names and witnesses to the marriage.

Add the next generation to your pedigree, keeping even spacing between the generations and between the four families.

Example —

```
WILLIAM BROWN-ELIZABETH HALL      JAMES SMITH-MARY COLLINS
            |                              |
   JOHN WILLIAM BROWN    ┬          MARY JANE SMITH
   b. Balmain, N.S.W. 1905-6        b. Lismore, N.S.W. 1908
                                    m. Lismore, N.S.W. 1.1.1928
                 WILLIAM BROWN
                 b. Ashfield, N.S.W.
                 1.6.1932
```

STEP 3. **Your parents — Birth Certificates**

Obtain full copies of the birth certificates of both your parents. You must state the names of both their parents and the year and place of birth. This information has been obtained from your parents' marriage certificate.

Your father's birth certificate should show —

(a) His father's full name, age and birthplace, and his occupation at the time of your father's birth.

(b) His mother's maiden name, age and birthplace.

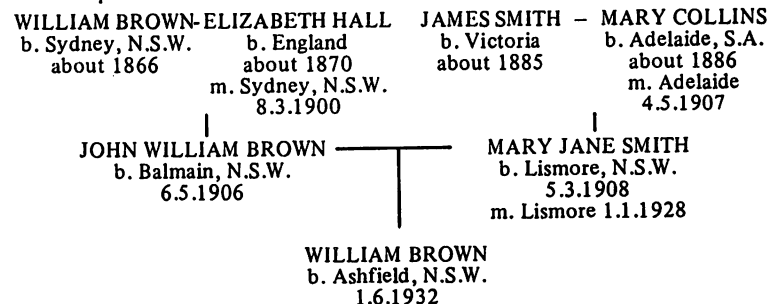(c) The date and place of your grandparents' marriage.

Your mother's birth certificate should provide similar information about her parents.

Check your grandparents' names and compare them with the names shown on your parents' marriage certificate. A second forename is often discovered.

Note the occupations and places of residence of your grandfathers.

Add the information now discovered to your pedigree.

Example —

```
WILLIAM BROWN-ELIZABETH HALL      JAMES SMITH  —  MARY COLLINS
b. Sydney, N.S.W.   b. England       b. Victoria    b. Adelaide, S.A.
  about 1866        about 1870       about 1885       about 1886
                  m. Sydney, N.S.W.                  m. Adelaide
                       8.3.1900                         4.5.1907
         |                                               |
  JOHN WILLIAM BROWN ———————         MARY JANE SMITH
   b. Balmain, N.S.W.                b. Lismore, N.S.W.
        6.5.1906                          5.3.1908
                                    m. Lismore 1.1.1928
                 WILLIAM BROWN
                 b. Ashfield, N.S.W.
                 1.6.1932
```

STEP 4. **Your grandparents — Marriage Certificate.**

Obtain the marriage certificates of your grandparents. These should add to your pedigree chart this information —
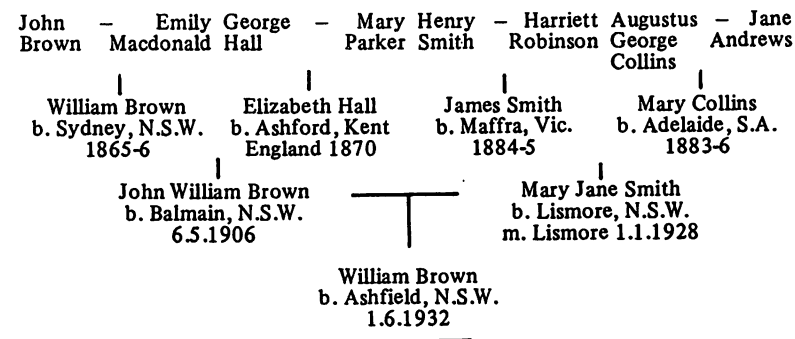
(a) The full names of your four great-grandfathers, and their occupations.

(b) The maiden names of your four great-grandmothers.

Check the birthplaces and ages of your grandparents against the information set out from your parents' birth certificates.

Note the witnesses to the marriage, and check religions for any variation over the years.

Add to your pedigree, keeping the families and generations clearly separated.

Example —

```
John    —   Emily  George  —  Mary   Henry  —  Harriett  Augustus  —  Jane
Brown   Macdonald  Hall    Parker  Smith   Robinson  George    Andrews
                                                      Collins
   |                      |                    |                   |
William Brown        Elizabeth Hall       James Smith        Mary Collins
b. Sydney, N.S.W.    b. Ashford, Kent     b. Maffra, Vic.    b. Adelaide, S.A.
   1865-6            England 1870            1884-5             1883-6
       |                                         |
   John William Brown   ————·———         Mary Jane Smith
   b. Balmain, N.S.W.                     b. Lismore, N.S.W.
        6.5.1906                          m. Lismore 1.1.1928
                 William Brown
                 b. Ashfield, N.S.W.
                 1.6.1932
```

STEP 5.   Your grandparents — Birth Certificates.

Obtain the birth certificates of your grandparents, if they were born in Australia. These will enable you to add the precise dates of birth to their record on your pedigree.

If your grandparents were born after compulsory registration commenced the dates of their parents' marriages will be shown.

STEP 6.   Your great-grandparents — Marriage Certificate.

Obtain the marriage certificates of those of your great-grandparents who were married in Australia. While these may not provide all the information you might like to have, every item should be carefully recorded. Names of witnesses may be of particular interest, for quite often brothers, sisters or parents appear in this record.

It is not uncommon to find an adult whose eight great-grandparents were all born in Australia. In addition, many people have traced their families back through six or seven Australian-born generations, and a few through eight generations, in one or more lines.

You should now pursue your Australian-born great-grandparents, using the same procedure as before, and leaving overseas searches until you have discovered among your forebears the very earliest arrival here.

STEP 7.   The First Arrival

A.   DEATH AFTER 1856.

The death certificate of the first arrival in each line of Australian descent must be obtained if he died after 1856 in New South Wales or Queensland, or after 1854 in Victoria.* It may contain information not available from any other source in Australia. Provision was made in these States after 1856 for a record, on the death certificate, of the name and occupation of the father, the maiden name of the mother and the birthplace of the deceased. As well, the number of years' residence in the colony was usually stated, thus giving an approximate year of arrival.

If this information is given in full, you are in a position to commence overseas searches. It is wise, before doing so, to exhaust all Australian records, which are listed under *Additional Information* (Section 6).

*(For deaths before 1900 in Western Australia, South Australia and Tasmania see *Special Problems*, Section 5.)

In a number of cases, the death certificate does not give the vital information needed about parentage. "Not known" may appear in the space left for parents' names, and only "England" or "Ireland" in the space provided for a record of birthplace. Both parentage and the town or parish of birth are needed for overseas searches. When these are not supplied on a death certificate the *Year of Arrival* may be of great significance.

B.   DEATH BEFORE 1856.

If your pioneer forebear died before 1856, a search for the year of arrival may be prolonged. If any of the children in this family were born overseas, their death certificates should be obtained, in order to establish an approximate year of arrival. If this cannot be done, the date of marriage in Australia, or the date of birth of the first Australian-born child, will give a starting-point for searches among shipping records. Happily, many men and most women who arrived unmarried usually married soon after arrival, so the search may not be unduly long.

C.   YEAR OF ARRIVAL.

Once an approximate year of arrival is known from the death certificate or other sources you are able to proceed to a search of shipping records, in order to discover —

(a) The name of the vessel on which your forebear arrived.

(b) The port of embarkation.

(c) Other relatives who arrived at the same time.

(d) The type of passage — that is, as convict, settler, immigrant, etc.

Remember that the year of arrival may be approximate. It may be necessary to search for several years before or after the year suggested by the death certificate before the required information is located.

For details, read carefully *Shipping Records* and *Arrivals Before 1856* (Section 4).

CONCLUSION

With the discovery of the date of arrival, the type of passage and the names of the pioneers' parents, you have completed the first part of your family story. *Overseas Searches* (Section 8) may now be commenced.

To extend your knowledge of the Australian story, however, other branches of the family might be questioned, for enquiries among newly-found relatives may disclose important letters, documents and photographs. Suggestions made in *Additional Information* (Section 6) and in *Special Problems* (Section 5) could be pursued.

Much has been discovered, but there is still much to learn. The social life, the economic condition, even the geographic position of your family in the country, generation by generation, have all been determined by many different factors. To understand your family history fully you must know something of the background of the district in which they lived and of the country as a whole. There are many excellent books now available which will add to your knowledge of Australian conditions.

As you trace your family back to its origins here you will gain a deeper appreciation of the fact that your family history (and the histories of the thousands of others who share your interest) is part — and a very significant part — of the history of Australia.

Section 3

CERTIFICATES OF BIRTH, MARRIAGE and DEATH

Many people believe that if a birth, marriage or death certificate has been lost or destroyed it cannot be replaced. This is not the case. Copies of certificates are readily obtainable *by members of the family,* or by approved persons acting on their behalf, from the central registration office in the capital city of each State of Australia.

1. EARLY RECORDS.

In the office of the Registry of Births, Deaths and Marriages (B.D.M.), Sydney, are many records of baptisms, marriages and burials dating from the foundation of the Colony of New South Wales in 1788. Copies of these records are issued at the standard New South Wales fee. All States of the Commonwealth have records of a similar nature dating at least from their proclamation as separate States. Many of earlier date are available.

The earliest records are simply copies of entries in church registers, and give little detail of the event. Baptismal records show, usually, the date of baptism, date of birth, child's name, name and occupation of the father and the forename of the mother. The parish and the officiating clergyman are also shown. Marriage records give the names of the parties and of the witnesses; if one party was under age, the consent of a parent was required, and the parent's name is then given. Burial records give the date of burial, name and parish of the clergyman, occupation and age of the deceased and sometimes the place of residence. No details of birthplace, marriage or parentage appear on burial records of adults, but the father's name and occupation are shown on the burial record of a child. The name of the vessel on which a convict was transported is frequently recorded in the burial register under the heading "If Bond, Name of Ship".

These early church records are available for the following periods in the States listed —

New South Wales	1788-1856
Victoria	1837-1853
Queensland	1829-1856
South Australia	1836-1842
Western Australia	1829-1841
Tasmania	1803-1838

Important Note: These records are not complete. Not all church registers of all religious denominations have been made available to the Registry of B.D.M. for copying. It may be necessary to approach church officials for permission to obtain copies of entries from certain early registers of the Presbyterian and Roman Catholic Churches.

2. LATER RECORDS.

When civil registration of birth, marriage and death became compulsory, records were kept by district registrars, as they are today, copies being sent to the central register office in the capital city of the State.

There is no central registration office for the whole of Australia, comparable with the Registrar-General's Office, St. Catherine's House, London, where all English records of birth, marriage and death after 1837 are housed.

Civil registration records for each of Australia's states and territories began on the following dates:

New South Wales	1 March 1856
Victoria	1 July 1853
Queensland	1 March 1856
South Australia	1 June 1842
Western Australia	1 September 1841
Tasmania	1 December 1838
Australian Capital Territory	1 January 1930
North Territory	24 August 1870

3. HOW TO APPLY FOR CERTIFICATES.

(a) *Birth certificate.* State the year of birth and if possible the full name of the father, maiden name of the mother and the town or district where the birth took place.

(b) *Marriage certificate.* The year, the full name of both parties, and the place, should be stated.

(c) *Death certificate.* The year and place of death and the full name of the deceased should be given. If possible, give the father's full name and the maiden name of the mother.

When applying by letter, enclose a stamp for return postage. Additional searches will be made, on request, if the record is not found in the period searched. Fees for additional searches vary according to

the State. Always give the reason for applying for a certificate — i.e. "for family records".

4. COST OF CERTIFICATES.

	Full Cert. $	Search $	No Result $
Australian Capital Territory	8.00	5.00	Refund
New South Wales *	8.00	5.00	6.00
Northern Territory	5.00	Nil	Refund
Queensland **	9.00	4.50	Refund
South Australia ***	6.00	4.00	2.00
Tasmania ****	10.00	6.00	Nil
Victoria *****	8.00	4.00	4.00
Western Australia	5.00	4.00	0.50

5. ADDRESSES of the central registration offices of birth, death and marriage in Australian States are as follows:—

New South Wales	Registry of Births, Deaths and Marriages, 3rd Fl., 50 Bridge St., SYDNEY, N.S.W. 2000
Victoria	The Government Statist, 295 Queen Street, MELBOURNE, VIC. 3000
Queensland	The Registrar-General, Old Treasury Buildings, BRISBANE, QLD. 4000
South Australia	The Principal Registrar, G.P.O. Box 1351, ADELAIDE, S.A. 5001
Western Australia	The Registrar-General, Oakleigh Building, 22 St. George's Terrace, PERTH. W.A. 6000
Tasmania	The Registrar-General, G.P.O. Box 875J, HOBART, TAS. 7001
Northern Territory	The Registrar-General, P.O. Box 3021, DARWIN. N.T. 5794
Australian Capital Territory	The Registrar, Birth, Death and Marriage Registry, P.O. Box 788, CANBERRA. A.C.T. 2601

Notes on Certificates

Except in Queensland, the Full Certificate Fee covers a search of five years if the exact date is not known. In S.A. the period is ten years. In Qld. the extra fee for the first five years of extended search is $2.00. Extended searches of further five-year spans (in N.S.W. ten-year spans) can be made at the same time as the initial Full Certificate application, for the fee listed above (per span) under "Search", except Tasmania which is $3.00 per extra 5 year span.

* Only $6.00 for pre 1900 certificates if year and index number quoted. Microfiche copies of the index to pre 1900 registrations in N.S.W. are held by the Society of Australian Genealogists.

** A microfiche index to pre 1900 registrations of marriages and deaths in Queensland is held by the Society of Australian Genealogists.

*** An index to most pre 1900 registrations in S.A. is open to public inspection at the S.A. Archives Office (address above)

**** A microfilm copy of all indexes, and records, of births, deaths and marriages, prior to the year 1900 is now located in the Archives Office of Tasmania. This microfilm copy is available for public inspection by personal consultation in the Archives Office. Archives staff are not available to conduct searches except in cases where all necessary and specific details are known by the enquirer. A charge is made for any prints required. Please note that certified copies of pre 1900 registrations are not available from the Archives Office.

***** If the event was less than 75 years ago the cost is $16.00 each.

Section 4

ARRIVALS

A. ARRIVALS BEFORE 1856.

Four main groups of people arrived in Australia before 1856 — convicts, settlers, assisted immigrants and gold-seekers.

1. *Convicts*

The Colony of New South Wales was established by the British Government as a penal settlement after the American Colonies declared their independence and refused to accept further consignments of British convicts. Because of the nature of the settlement and the large numbers of convicts transported to Australia — about 160,000 between 1788 and 1868 — many of us whose forebears lived here before 1856 have at least one convict ancestor.

The attitude of most Australian nowadays is one of intelligent appreciation of the position and of growing interest in the social conditions of the period.

The Society of Australian Genealogists will advise on specific questions.

2. *Settlers*

Numbers of men from all ranks of the army and navy decided to remain, or to return as soon as possible, after service in New South Wales. Government officials, appointed in England, generally brought their families with them or married after arrival and founded families here. Farmers and artisans, teachers and doctors applied to the British Government for permission to emigrate, and commenced to arrive within the first years of settlement. They were followed by relatives, friends and former employees, so that the numbers increased steadily. There are records of arrivals before 1828 and, for those who received government appointments, official records exist of activities in the colony.

Private papers often provide the only source of information about places of origin, but library indexes should be checked for all references.

3. *Assisted Immigrants*

The discovery of enormous areas of fertile land in the colony led to a vast expansion of settlement. Both skilled and unskilled workers were in great demand. From 1830 onwards many family groups, as well as single men and women, were encouraged to immigrate. These immigrants form the majority of settlers in Eastern Australia in the

1840s. Financial assistance was given by the government, by church groups, and by landholders and business men, often acting through agents.

Many skilled workmen — particularly vignerons — from the Continent were also encouraged to settle in the colony. As well as shipping records, the evidence contained in Naturalization Papers should be examined in the case of Continental forebears.

Assisted Immigrant records are, in general, the most reliable and accurate sources of information in existence about free arrivals in Australia. In certain periods they provide the following information:

Age, birthplace, or place of residence prior to embarkation; father's full name, occupation and place of residence; mother's full maiden name, her father's occupation, and often the maiden name of her mother; education and occupation of the immigrant.

Because of the great numbers and various changes in the method of recording immigrant arrivals, New South Wales Immigration Records are extremely complex. During the early 1830s, three or four different records of some arrivals were made, while none at all may exist for others. Searches may take many days to complete, but for the genealogist the result is well worth while.

The Society of Australian Genealogists has made a close study of immigrant records and will advise on specific problems.

4. Gold-Seekers

Although Assisted Immigrants continued to arrive during the 1850s the numbers were fewer than in the previous two decades. Instead, thousands of fortune-hunters, many of whom had no intention of remaining, arrived in New South Wales and Victoria in search of gold. Passenger lists were poorly kept, often showing only the surname and country of embarkation. Many who disembarked in Sydney over-landed to Victoria, while others who landed in South Australia or Victoria found their way later to New South Wales. A number of Tasmanians added to the confusion by sailing in small colonial-built vessels to the mainland.

Records other than shipping lists must often be used for particulars of arrivals in this period, but records of Assisted Immigrants must not be overlooked. Happily, good records of marriages and births (from 1854 in Victoria, and 1856 in New South Wales) supplement the information from shipping lists.

Ships' Crews. In New South Wales members of crews are listed after 1854, but age and the country of origin are, in general, the only useful items of information supplied.

B. LATER ARRIVALS

After 1856 the need to search shipping records for information is

not so great, as civil records supply much of what is sought. Consult the Archives Office concerned if such a search is needed, but remember that, apart from the name of the vessel, you may not obtain very much information if your forebear was not an assisted migrant.

C. SHIPPING RECORDS

1. *Indexes of Passengers*

One of the facts which most family historians hope to discover in their quest for information is the exact date of arrival in this country of their immigrant ancestors. This is sometimes difficult as not all passenger arrivals were recorded, and many of those records which do exist are not indexed. The following is a list of *known indexes* for the various Australian states, giving the years covered and the location of the indexes for both assisted and unassisted passengers from both overseas and other Australian ports.

New South Wales

1788-1825	No known index exists and records are patchy. For lists of passengers in this period consult the "Shipping Intelligence" columns of newspapers (*Sydney Gazette*) held in N.S.W. State Library. Reference can also be made to the *1828 Census* held in the Society of Australian Genealogists' Australian Library Room, and the N.S.W. State Archives. Important people were normally the only ones mentioned in newspaper shipping lists.
1848-1868	Assisted and unassisted — Society of Australian Genealogists' Index Room.
1826-1853	Assisted and unassisted — N.S.W. State Archives
1828-1842	Assisted — N.S.W. State Archives and Society of Australian Genealogists' Microfilm Room.
1840-1859	Assisted — N.S.W. State Archives
1844-1848	Assisted — Society of Australian Genealogists' Australian Library Room.
1848-1870	Assisted (Irish only) — Society of Australian Genealogists' Australian Library Room.
1860-1896	Assisted — N.S.W. State Archives.
1880-1896	Assisted — Society of Australian Genealogists' Australian Library Room.
1897-1900	No known index.
1901-1922	No known index.
1923-1980	Assisted and unassisted — Commonwealth Archives, Sydney (see note on page 16)

Victoria

1839-1851	Assisted — Society of Australian Genealogists' Australian Library Room, and the N.S.W. State Archives.
1839-1871	Assisted — Public Record Office, Victoria.
1852-1875	Unassisted — Public Record Office, Victoria.

Queensland

1848-1936	Assisted — Queensland State Archives.

South Australia

1836-1887	Assisted and unassisted — South Australian Archives.

Western Australia
  1829-1890   Assisted and unassisted — J. S. Battye Library, Perth.

Tasmania
  1830-1855   Assisted — Archives Section, State Library of Tasmania.

2. *Details of Passengers*

Passengers records were not retained in the Colony of New South Wales until 1826. Some earlier arrivals are recorded in the various volumes of *Historical Records of New South Wales* and in the extensive series *Historical Records of Australia,* both of which are well indexed and available in a number of libraries.

From 1826 on, cabin and intermediate passengers are named in shipping lists. The occupation and country of origin are usually given. Steerage passengers are sometimes named, but for some vessels the record supplied was, simply *"and 15 steerage passengers"*, or some similar note.

Shipping records are held in the State Archives, or in the Archives Departments of Public Libraries, in the various Australian States. Because of the vast numbers of arrivals in the first 75 years of colonization, it is desirable to know the full name, age on arrival and year of arrival of the person in question, before any attempt is made to investigate shipping records. The occupation of the person after arrival is often a guide to the type of passage — that is, arrival as convict, settler or assisted immigrant.

Methods of searching Shipping lists in Australian States are as follows:

New South Wales. The vast majority of the arrivals before 1850 were in New South Wales. Enquire at the Archives Office, 2 Globe Street, The Rocks, Sydney 2000, where you will be informed of the procedure to be followed.

With respect to records of New South Wales shipping arrivals from 1923 to date, we have been advised that some indexes and passenger records held by the Australian Archives, 5th floor, National Mutual Centre, 44 Market Street, Sydney 2000 (Tel: 29 6352) are not available on open access for enquirers to use personally. Access is given to records created more than thirty years ago. The position as far as passenger records less than thirty years old is that public access is not permitted for privacy reasons. However, information of such records in the form of a copy of the relevant entry or specified items of detail extracted from it, will be given only on authorisation by the person about whom the information is required, by his heirs, executors or immediate family if the person is deceased. Moreover in cases where such information is requested, the Archives will need to be provided with sufficient data to enable retrieval of the relevant information with reasonable despatch. The lists of immigrants (passenger manifests) held by the Australian Archives are only for each ship, and the records of each ship are arranged chronologically by date of arrival. The shipping

records usually show the passenger's name, sex, age, occupation and nationality. The limited staff of the Australian Archives are only able to search these records for specific enquiries, which give the month and year of the arrival, or the name of the ship and year of arrival. A card index of ships arrivals from 1923-1951 is held by the Australian Archives in Sydney.

All other States. Indexed references to a number of arrivals are available on written application. You should state the reason for your request — namely, for family records.

When asking for a search to be made of shipping records, supply as many particulars as you can about the person concerned, e.g.:—

Full name, birth year, age on arrival, birthplace and/or port of embarkation, trade or profession, and, if married, the full name of the wife and of each child who may have arrived at the same time.

3. *Addresses of Various State Archives.*

New South Wales	The Principal Archivist, State Archives of N.S.W., 2 Globe Street, SYDNEY, N.S.W. 2000
Victoria	The Keeper of Public Records* 19th floor, Nauru House, 80 Collins Street, MELBOURNE, Vic. 3000
Queensland	The Queensland State Archivist 162 Annerley Road, Dutton Park, QUEENSLAND 4102
South Australia	The Archivist, State Library of South Australia, G.P.O. Box 386A ADELAIDE, S.A. 5001
Western Australia	The State Librarian, The J. S. Battye Library, State Library of Western Australia, PERTH, W.A. 6000
Tasmania	The Principal Archivist, Archives Office of Tasmania, 91 Murray Street, HOBART, Tas. 7000
A.C.T.	The Chief Archivist Commonwealth Archives Office, CANBERRA, A.C.T. 2600

* *Written enquiries only. Personal enquiries should be directed to the Public Record Office, City Reference Extension Service, 1 Little Collins Street, Melbourne (tel: 651 2987)*

Section 5
SPECIAL PROBLEMS

1. CHANGE OF NAME.

Experience shows that this is so rare in early records that it cannot correctly be regarded as a problem. Difficulty in locating family names may well be due to variations in spelling, as in Highson, Hyson and Ison, or in Berkeley, Barkly and Barclay. Pronounciation variations, such as Tuthill and Tuttle, Rolin and Rowland, frequently occur.

2. "NO RECORD" OF BIRTH OR MARRIAGE AFTER 1856.

(a) *Birth.* Births were usually registered after 1856. If no record can be found in the Registry of Births, Deaths and Marriage, although the child's name, parents' names and the date of birth are all known, a search should be made in the preceding five-year period. Remember that a marriage did not always come before a birth, particularly in remote areas where the visits of clergy were rare. If there is still no record, it must be assumed either that the child was not registered, or that it may have been adopted. Records of adoption are scanty, and no definitive statement should be expected on adoption before 1900. As a last resort, a search of the Baptismal Registers of the appropriate parish may yield a positive result.

(b) *Marriage.* Most marriages after 1856 were registered, although very occasionally a clergyman may have omitted to send the necessary form to the registry office. A search might be made in the relevant church register in the parish, but most of these have been checked by the civil authorities and the information is held by the Registry of Births, Deaths and Marriages.

3. "NO RECORD" OF DEATH.

Even when the date of death is known from family or other records, application to the Registry of Births, Deaths and Marriages for a copy of the certificate may occasionally produce only a "No Record" result.

This may be because:—

(a) The death occurred near a State border and was registered in the adjoining State. This is not uncommon in the New South Wales-Queensland border districts.

(b) The death may have occurred at sea, in which case the death would be registered at the nearest port. Sometimes a person who died elsewhere was brought back to his home State to be buried in a family grave. The tombstone will bear the record, but registration of death must be looked for elsewhere. In such cases an obituary notice may supply the information required.

(c) Examples have been found, mainly before 1856, when a notice of death appeared in a newspaper but no record of burial, or registration of death, was made. Usually such deaths occurred on properties far from a town, the burial service being conducted by some lay person. Many small enclosures, private cemeteries and solitary graves are to be found in country districts in all States and it is certain that a number of those who were buried in such places were unrecorded.

4. DATE OF DEATH UNKNOWN.

This is a constantly-recurring problem. It has been pointed out (see *The First Arrival,* Section 2) that the death certificate may often contain information which is not available in any other Australian record, and is therefore essential in tracing the family. To assist in discovering the date of death, the following suggestions are offered:—

(a) *Inscriptions* on headstones in family burial plots, in public or private cemeteries, should be examined. If the family remained for any length of time in one district local historical societies, elderly residents and sometimes local business records may assist. Country historical societies which preserve old business records of their areas do a great service in this respect.

(b) *Wills.* Except in respect of a very few early wills, the date of death is recorded when the will is sworn for probate, and appears on the record held in the Probate Office. Indexes of wills are good and may be consulted. Wills are available for inspection on payment of a fee, and anyone who is able to visit the Probate Office in the capital city of the State where his forbears lived and died will be well rewarded for the time spent there. (N.B. Indexes to, and transcripts of NSW wills to 1900 are held in the library of the Society of Australian Genealogists.) As well as supplying the date of death, wills often refer to relatives who are beneficiaries (e.g. "my sister, Mary Emma, widow of the late James Brown Esquire of Auckland, N.Z.") and to the property owned (e.g. "the farm named Stenton Farm being part of the 600 acres granted to me by Governor Macquarie in 1821 . . ."). It is wise to note also the dates of death and references to the wills of other relatives.

Copies of wills are supplied for a fee by the Probate Offices, and searches will be made in indexes, on application, if you are unable to make the search in person.

A will can be a most revealing document, and should always be studied with care. Apply, for copies of wills, to the Registrar of Probate, Supreme Court, of the capital city in the State in question.

(c) *City and country directories.* If you are able to visit a library which has a good series of Post Office and Commercial Directories, you should take time to search these thoroughly.

Commence with a year when you know the person you seek

was alive and residing in a particular place. (The year of birth of the youngest child, or the year of a marriage which the person witnessed, are examples of starting points).

When you have located him, continue to search subsequent directories. If you are fortunate, this type of entry will be found, e.g. for John Brown and his wife Emily, your grandparents:—

1875	Brown, John, master mariner, 100 Sydney Street, Balmain.
1876	No entry.
1877	Brown, Emily, Mrs, 100 Sydney Street, Balmain.

It can be fairly assumed that, if he was an elderly man, John Brown died about 1876.

Married women, as distinct from widows, are not usually listed, while a name may disappear from a directory some years before death if an elderly person spent his last few years at the home of a younger relative.

(d) *Collected records of death and burial.* In the Library of the Society of Australian Genealogists there is an extensive collection of transcripts of cemetery memorials, chiefly in New South Wales and Victoria. Some have been published (*St. John's Cemetery, Parramatta* and *St. Thomas', North Sydney*), and some are indexed, but most remain in manuscript form.

(e) *Searches in official records.* Extended searches will be made for a record of death on application to the principal registration office in the State where the death is believed to have occurred (see *Certificates of Birth, Marriage and Death,* Section 3). A starting point for the search must be given, and additional years are searched at a special rate. By using other sources which have been suggested, the cost of such extended searches will be reduced and much valuable time saved.

5. BAPTISMAL RECORDS.

For the years before compulsory registration commenced, the only official record of birth is a copy of the entry in the register of baptisms. While this is important, it is a poor substitute for a full and informative birth certificate. If other children in the family were born after compulsory registration commenced, the birth certificate of one of these children should be obtained in order to discover additional information about the parents' ages, birthplaces and date of marriage.

6. LACK OF DETAIL ON MARRIAGE CERTIFICATES.

Parentage and birthplace may not be shown on a marriage certificate, even after compulsory registration commenced. In some cases the additional information has been copied from the Marriage Register and

added to the Registry of B.D.M. records, but in certain instances the registers have not yet been made available for copying and the only official record is provided by the form sent to the district registrar by the officiating clergyman. The church at which the ceremony was performed may still hold the original register.

Section 6

ADDITIONAL INFORMATION

From certificates you have obtained you will know of occupations and changes of occupations, of places of residence and, perhaps, movements from one State to another. From wills you will have learnt of bequests to relatives, friends and charitable institutions, and of the estate and property which were once owned. Birth certificates of other children in the family may add to this information, for a sure way to trace a man's occupation is to obtain the certificates of birth of his children over a period of years. Each certificate will show his occupation and address at that date.

There are now other sources of information which should be studied:—

1. *Death, funeral and obituary notices* in city or country newspapers should be checked. A funeral notice is often inserted by a lodge or friendly society, and gives an indication of the position in the lodge held by the deceased. Death notices inserted by brothers, nieces and nephews, as well as immediate family, may add previously unknown names to the record. Obituaries, particularly in country newspapers, give accounts of community service as well as an outline of business activities.

2. *Volumes of biographies,* chiefly from 1880 to 1900, contain long accounts of leading citizens and many "potted biographies" of business men, farmers and settlers in many country districts. The information in these volumes was usually supplied by the family, and frequently refers to places of origin and date of arrival.

The Australian Encyclopaedia, various editions of "Who's Who in Australia", the Journal of the Royal Australian Historical Society and the comprehensive volumes of the Australian Dictionary of Biography, a continuing series published by the Australian National University, should be consulted.

3. *Government Gazettes,* published continuously from 1832 in New South Wales and commenced at later dates in other States, provide many very useful records. Early land grants and land sales, appointments of civil officers and justices of the peace, records of constables, postmasters, clerks of petty sessions and many others, are all well-indexed and readily found. For information before 1832, *The Sydney Gazette* may be examined in the Mitchell Library.

4. *Professional records* of clergy, legal men, teachers, military and naval personnel and records of members of parliament, should also be consulted. Clergy, for example, may not readily be located under their own names, but may appear in church year books and histories, or in local histories of districts where they served.

5. *Newspapers* are an invaluable source of information. Advertisements, local news items, correspondence and reports of public meetings all contain numbers of important references to local activities. On request, your State Library will advise you which newspapers were in circulation in a particular district at any given time, and where files of those newspapers may be examined.

6. *Parish Maps.* If one of your family acquired a piece of land from the Crown, either by grant or purchase, that fact will be recorded on the Parish Map of the area. *County Maps* record the original grantees of larger areas, but the *Parish Map* will give more detailed information about smaller grants. If your family held large areas of land, you may want to have both Parish and County Maps for reference. If, on the other hand, you now live on land about which you know very little, the Parish Map will give you the names (and often dates of grant) of the first settlers. Sometimes these maps are available locally, but they may be purchased from the Department of Lands in your capital city. Every country and suburban library and every historical society and museum should obtain copies, for Parish Maps are the basis of all local historical research.

7. *State Libraries.* Do not overlook the vast resources of your State Library, but do not expect to find references to members of your family without searching diligently for them. Find out if there is a published history of the district where your family lived, and read it. Many local histories appear in the Journals of the Royal Australian Historical Society, and others are printed in pamphlet form. Church histories, centenaries of schools, and books or newspaper accounts of the recollections of old settlers, are all possible sources of information.

When you feel that you have exhausted all the items that may be useful, ask the librarians to advise you about other books you should look at. Make sure you have a list of all that you have already consulted, and a brief statement about the person whose activities you are checking. The librarian must be told the name, the place of residence and the occupation, as well as the approximate period of time, before he can suggest possible references. If you are unable to visit the library, try to arrange for someone to search suggested books and newspapers for you. The library staff will check their indexes, in response to written requests, but cannot always undertake detailed searches. There is a long waiting list in most libraries for such enquiries.

Section 7

THE SOCIETY OF AUSTRALIAN GENEALOGISTS

Since its foundation in 1932, the Society has built up an extensive collection of genealogical records through the efforts of its many members, and has become the largest genealogical reference library in the southern hemisphere. The Australian and Overseas sections contain some 8000 reference volumes, many of which are not to be found elsewhere. The Society is a non-profit association devoted to furthering genealogical studies in Australia, and has over 8000 members. Enquiries concerning membership are always welcome. Particulars may be obtained from the Director, Richmond Villa, 120 Kent Street, Sydney 2000 (tel. 27 3953).

No attempt is made to provide here a detailed list of the Society's resources, but the main sections are as follows:—

THE AUSTRALIAN ROOM (open access).

1. *Australian Books and Pamphlets.*
   Complete sets of *Historical Records of New South Wales, Historical Records of Australia,* the *Journal & Proceedings* of the Royal Australian Historical Society and of this Society's own journal, *The Australian Genealogist* and *Descent,* the New South Wales *Government Gazette* from 1832, NSW Shipping Lists 1826-40, numerous NSW Censuses and Musters to 1837, T. D. Mutch Index to Births, Marriages and Deaths 1787-1814, Indexes to Births, Marriages, Death and Funeral Notices in the *Sydney Morning Herald* 1831-1853, an extensive collection of newspaper cuttings, and numerous NSW and Victorian cemetery transcriptions form the nucleus of the collection. Standard references works in Australian history and biography, with many church, school and local histories, are grouped in one section of the library. An extensive range of postal, commercial and pastoral directories provides an important source of information.

2. *Family Histories.*
   These are arranged alphabetically under the major family name and include many privately-printed family histories.

3. *Australian Periodicals.*
   Journals of historical societies and of other Australian genealogical societies are available.

4. *New Zealand and the Pacific.*
   A useful collection of published works, and the Journal of the New Zealand Society of Genealogists, form a small section.

THE OVERSEAS ROOM (open access)

1. *English Printed Records.*
Church, county and local histories, parish registers from most counties, wills and pedigrees, and the bound records of many learned societies, form a very large section of the library. The *Gentleman's Magazine,* clergy, school and university lists and old directories, together with the standard references to peerage, landed gentry, county and armorial families, are in constant use. This section includes many printed family histories.

2. *Scottish and Irish Records.*
These are grouped in separate sections of the library. The Scottish collection of general and family histories is good. The Irish collection, although small, is now developing.

3. *Heraldry.*
A valuable range of publications, many of them rare, makes this section of the library of particular interest.

4. *General.*
A small section is devoted to Continental, American and other books and periodicals of genealogical interest.

THE INDEX ROOM (open access).

The various card index systems, containing about a quarter of a million references to Australian families are available to members. The wide variety of material from which these indexes have been compiled makes the Index Room a unique source of genealogical information.

MICROFILM ROOM (open access).

A large collection of over 200 reels of microfilm is available and the holdings include indexes to, and transcripts of all N.S.W. wills to 1900, various parish registers for Anglican, Catholic, Methodist and Presbyterian churches in Australia, numerous cemetery records, and the Mutch Index to Births, Marriages and Burials 1787-1950. The Society also holds a large microfiche collection containing some 81 million references to baptisms and marriages in, the British Isles, Continental Europe, Canada and the United States of America.

THE ARCHIVES ROOM.

Here is housed the greater part of the Society's Manuscript Collections, which total more than 20,000 files. This material is stored in a special humidity controlled, fire-proof room inside a large compactus system. These records include family papers, pedigrees, photographs and letters, many of which — for example the *Quong*

Tart Papers and the *Crommellin Papers* are of considerable historic interest. The *Reeve Records* of Hawkesbury families and the *Dennes Collection* of northern rivers families are among the most important of our genealogical references.

A comprehensive Primary Records Catalogue is housed in the Index Room. Material is available on application to the Hon. Archivist, through the Library Assistants.

LIBRARY GUIDE

A detailed 50 page *Guide to the Library 1983* is now available from the Society of Australian Genealogists for $4.50 post free. This guide is a most useful research aid to all persons using the research collections of the Society.

NOTE.

Parts i, ii and iii of *A Simple Guide to Ancestral Research,* by P. J. Scott, B.A., have been published in *Descent*. This valuable series of articles gives detailed information, illustrated by useful examples, on:—

1. Research Objectives, Procedure and Analysis (*Descent,* Vol. 1, pt. 3 and Vol. 2, pt. 1).

2. Australasian Records of Birth, Marriage and Death (*Descent,* Vol. 1, pt. 3).

3. Australasian Probate Records (*Descent,* Vol. 1, pt. 4).

GENEALOGICAL SOCIETIES IN AUSTRALIA

N.S.W. Society of Australian Genealogists,
Richmond Villa, 120 Kent Street,
Sydney, N.S.W. 2000
Tel. (02) 27 3953

Griffith Family History Society,
13 Stanbridge Street, Yenda, N.S.W. 2681

Nepean Family History Society,
125 Maxwell Street, Penrith, N.S.W. 2750

Newcastle Family History Society,
30 Turnbull Street, Merewether, N.S.W. 2291

Windsor Family History Group,
Mrs. L. Bravery, Council Chambers,
George Street, Windsor, N.S.W. 2756
Tel. (045) 77-3357

VIC. The Genealogical Society of Victoria,
Room 1, First Floor, 98 Elizabeth Street,
Melbourne, Vic. 3000
Tel. (03) 63 2138

Australian Institute of Genealogical Studies,
P.O. Box 68, Oakleigh, Vic. 3166

Portland Family History Group,
Mrs. J. Armstrong, Cape Nelson Lighthouse,
Via Portland, Vic. 3305

QLD.   The Queensland Family History Society,
P.O. Box 171, Indooroopilly, Brisbane, Qld. 4068
Tel. (07) 30-3376
Genealogical Society of Queensland,
1st Floor, 329 Logan Road, Stones Corner, Qld. 4120
Tel. (07) 397-2164

S.A.   The South Australian Geneaology and Heraldry
Society Inc.,
1st Floor, 21 Market Street, Adelaide, S.A. 5000
Tel. (08) 212-3448
South East Family History Group,
P.O. Box 758, Millicent, S.A. 5280
York Peninsula Family History Group,
4 Fourth Street, Kadina, S.A. 5554

W.A.   Western Australian Geneaological Society,
P.O. Box 7, West Perth, W.A. 6005
Tel. (09) 384-3356

TAS.   Genealogical Society of Tasmania
P.O. Box 640G, Hobart, Tasmania 7001
Tel. (002) 48-3064

A.C.T.   The Heraldry and Genealogy Society of Canberra,
G.P.O. Box 585, Canberra, A.C.T. 2601
Tel. (062) 485 221

N.T.   Genealogical Society of the Northern Territory,
P.O. Box 37212, Winnellie, N.T. 5789
Tel. (089) 273 619

Section 8

OVERSEAS SEARCHES

Before you can hope to obtain information from overseas sources you must know the town or parish, and the country or shire, in the country from which your forebear came.

You must remember, too, that the records available from the Registrar-General, St. Catherine's House, 10 Kingsway, London WC2B 6JP, (England and Wales), commence on *1st July, 1837.* Copies of birth, marriage and death certificates after that date are readily obtainable. Costs of certificates, and other overseas addresses, are set out below.

Additional information on specific problems relating to overseas searches may be supplied by the Hon. Secretary of the Society of Australian Genealogists. Please enclose a stamped, self-addressed envelope with your enquiry.

The following publications are recommended for the beginner interested in overseas searches:—
Society of Genealogists: *Genealogists Handbook* (London)
(available from the Society of Genealogists, London).
David Iredale: *Discovering Your Family Tree*
(available from the Society of Australian Genealogists).

OVERSEAS ADDRESSES *

NEW ZEALAND

Certificates (from 1 January 1848) *

The Registrar-General,   ($7.40 each – includes
Private Bag, LOWER HUTT, N.Z.   return air mail postage)

Genealogical Societies

The New Zealand Society of Genealogists Inc.,
P.O. Box 8795, Auckland, New Zealand.

New Zealand Family History Society
P.O. Box 13301, Armagah, Christchurch, New Zealand.

PAPUA AND NEW GUINEA

Certificates (from 1892) **

Dept. of the Registrar General,
P.O. Box 3281, Port Moresby, T.P.N.G.   (Each 10 Kina)

ENGLAND

Certificates (from 1 July 1837)

General Register Office,
St. Catherine's House,   (£10.10 each – includes return air
10 Kingsway, LONDON WC2 B 6JP.   mail postage)

Professional Research*

The Secretary,
Association of Genealogists and Record Agents,
Oakdene, 64 Oakleigh Park Nth.,
LONDON N20 9AS

Genealogical Societies*

The Society of Genealogists,
37 Harrington Gardens, London SW7 4JX

Bedfordshire Family History Society,
A. J. Weston, 4 The Glen, Kempston, Bedford, MK42 7EL

Berkshire Family History Society,
Mrs. E. Longhurst, 20 Stanhope Road,
Reading, Berks. RG2 7HL

Birmingham & Midland Society for Genealogy & Heraldry,
Mrs. Pauline Saul, 31 Seven Star Road,
Solihull, West Midlands B91 2BZ

*ALWAYS SEND SELF-ADDRESSED ENVELOPE AND TWO INTERNATIONAL REPLY COUPONS WITH ANY WRITTEN ENQUIRY TO OVERSEAS SOCIETIES.

** Births and deaths only — records of marriages begin in 1854.

*** Many pre 1942 records were destroyed during the Second World War.

Bristol & Avon Family History Society,
Mrs. J. Hiscocks, Beanacre, East Compton, Bristol, BS12 3RJ

Buckinghamshire Family History Society,
Mrs. E. McLaughlin, 18 Rudds Lane, Haddenham, Aylesbury, Bucks.

Cambridgeshire Family History Society,
Mrs. M. Close, 56 The Street, Kirtling, Newmarket, Suffolk CB8 9PB

Central Middlesex Family History Society,
Mr. A. J. Francis, 4 Addiscombe Close, Kenton, Middlesex, HA3 8JS

Channel Islands Family History Society,
Mrs. J. Le Gallais, C/- 9 Pier Road, St. Helier, Channel Islands

Cheshire (see Family History Societies of Cheshire and North Cheshire)

Cleveland Family History Society,
Mr. P. R. Joiner, Greystones, The Spittal, Yarm, Cleveland, Yorkshire

Cornwall Family History Society,
C. R. Alexander, 12 Vyvyan Drive, Quintrell Downs, Newquary, Cornwall

Cumbria Family History Society,
Mrs. M. Russell, "Ulpha", 32 Granada Road, Denton, Manchester, Lancs.

Derbyshire Family History Society,
Mrs. P. Marples, 15 Elmhurst Road, Forest Town, Mansfield, Notts, NG19 0EU

Devon Family History Society,
Mrs. S. Marlow, 4 Glendower Road, Peverel, Plymouth, Devon

Dorset (see Somerset and Dorset)

Durham (see Northumberland, Durham and Cleveland)

East of London,
Mrs. J. Baker, 32 Whitehorn Gardens, Hornchurch, Essex

East Surrey Family History Society,
Mrs. H. Dixon, Court Farm Lodge, 1 Eastway, Epsom, Surrey

East Yorkshire Family History Society,
Mr. J. Lucas, 49 Algarth Rise, Pocklington, York, YO4 2HX

Essex Society for Family History,
Mr. C. Lewis, 67 Balgores Lane, Gidea Park, Romford, Essex, RM2 5JX

Family History Society of Cheshire,
Mrs. S. Walls, 54 Overlea Drive, Hawarden, Deeside, Clwyd

Family History Society of North Cheshire,
Mr. D. Johnson, 91 Stretford Ho., Chapel Lane, Stretford, Manchester, Lancs.

Folkestone Family History Society,
Mrs. M. Criddle, 22 Church Road, Cheriton, Folkestone, Kent

Gloucestershire Family History Society,
A, V. Izod, 4 Whornes Orchard, Upton St. Leonards, Gloucester, Gloucestershire

Hampshire Genealogical Society,
Mr. J. C. Baker, 36 Carmarthen Avenue, E. Casham, Portsmouth, Hants.

Herefordshire Family History Society,
Mrs. B. M. Harrison, 1 Scotch Firs, Fownhope, Herefordshire

Hertfordshire Family History Society,
Mrs. B. Crawley, 189 Handside Lane,
Welwyn Garden City, Herts. AL8 6TE

Isle of Man Family History Society,
Mrs. M. Christian, 5 Willow Terrace, Douglas, Isle of Man

Kent Family History Society (see also North-West Kent)
Mrs. H. Lewis, 17 Abbots Place, Canterbury, Kent

Lancashire (see Manchester, Lancashire and Rossendale)

Leicestershire Family History Circle,
Susan F. Brown, 25 Home Croft Drive, Packington,
Ashby de la Zouch, Leics. LE6 5WG

Lincolnshire Family History Society,
Mrs. E. Robson, 34 Beacon Heights, Newark, Nottinghamshire

Liverpool Family History Society,
Mr. H. Culling, 11 Lisburn Lane, Tuebrook, Liverpool L13 9AE, Lancs.

London (see East of London)

Manchester & Lancs. Family History Society,
Mr. B. Jenyon, 7 Brooklyn Avenue, Whalley Range,
Manchester, Lancs. M16 0BY

Middlesex
(see North, Central and West Middlesex)

North Middlesex Family History Society,
Mr. H. F. B. Moore, 5 Chase Side Place, Enfield, Middlesex, EN2 6QA

Norfolk & Norwich Genealogical Society,
Mr. C. W. Farrow, 32 Varvel Avenue, Sprowston, Norwich, Norfolk

Northamptonshire Family History Society,
Mrs. J. Westwood, 45 Whiteland Road, Northampton

Northumberland & Durham Family History Society,
Mr. W. Wallace, Appleby's Bookshop, 60 Newgate St., Morpeth, NE61 1BE

North-West Kent Family History Society,
Miss J. M. Biggs, 39 Nightingale Road, Orpington, Kent, BR5 1BH

Nottinghamshire Family History Society,
Mrs. P. Sheil, 11 Brampton Drive, Stapleford, Notts.

Oxfordshire Family History Society,
Mrs. M. Beck, 90 Hockmore Tower, Cowley Centre, Oxford, Oxon OX4 3YG

Rossendale Society for Genealogy & Heraldry,
Mr. R. Hampson, 10 Westminster Avenue, Royton, Oldham, Lancs.

Sheffield & District Family History Society,
Mrs. E. Furey, 58 Stumperlowe Crescent Road, Sheffield, Yorkshire S10 3PR

Shropshire Family History Society,
Mr. S. C. Clifford, Portway, Windsor Lane, Bosmere Heath,
Shrewsbury, SY4 3LR

Slough & Windsor Family History Society,
Mrs. B. St. George Brown, 56 Marlborough Road, Slough SL3 7LH

Somerset & Dorset Family History Society
Mr. T. P. Farmer, Bru-Lands, Marston Road, Sherborne, Dorset

Staffordshire (see Birmingham & Midland)

Suffolk Genealogy Society,
Mrs. K. Bardwell, 25 Rushmere Road, Carlton, Colville,
Lowestoft, NR33 8DA, East Suffolk

Surrey (see East and West Surrey)

Sussex Family History Group,
Mrs. B. Mottershead, 44 The Green, Southwick, Sussex, BN4 4FR

West Middlesex Family History Society,
Mrs. M. Morton, 32 Burlington Rd., Isleworth, Middlesex TW7 4LY

West Surrey Family History Society,
Mrs. Shirley J. Parnell, "Gresham", 103 Applegarth Avenue,
Guildford, Surrey, GU2 6LT

Wiltshire Family History Society,
Mrs. R. Moore, 17 Blakeney Avenue, Nythe, Swindon, Wilts.

Windsor, Slough and District,
Miss B. Bassil, 12 College Rise, Maidenhead, Berks. SL6 6BP

Worcestershire (see Birmingham & Midland)

Yorkshire (see East Yorkshire, York and Yorkshire Archaeological)

Yorkshire Archaeological Society, Family Studies Section,
Mrs. J. Hanson, 207 Kitson Hill Rd., Mirfield, Yorkshire WF14 9DS

York Family History Society,
Mrs. J. Benton, 6 Stoney Hills, Buttercombe, York

County Record Offices
– listed by ancient counties existing until 1974

Bedfordshire
County Hall, Bedford, MK42 9AP

Berkshire
Shire Hall, Reading, RG1 3EE

Buckinghamshire
County Hall, Aylesbury, HP30 1UA

Cambridgeshire
Shire Hall, Castle Hill, Cambridge, CB3 0AP

Cheshire
The Castle, Chester, CH1 2ON

Cornwall
County Hall, Truro, TR1 3AY

Cumberland
County Archives Dept., Record Office, The Castle, Carlisle, CA3 8UR

Derbyshire
County Offices, Matlock, DE4 3AG

Devon
Castle Street, Exeter, EX4 3PQ

Dorset
County Hall, Dorchester, DT1 1XJ

Durham
County Hall, Durham, DH1 5UL

Essex
County Hall, Chelmsford, CM1 1LX

Gloucestershire
Kingsholme, Worcester Street, Gloucester, GL1 3DW

Hampshire
20 Southgate Street, Winchester, SO23 9EF

Herefordshire
Old Barracks, Harold Street, Hereford, HR1 2QX

Hertfordshire
County Hall, Hertford, SG13 8DE

Huntingdonshire
Cambridge County Record Office, Grammar School Walk,
Huntingdon, PE18 6LF

Isle of Wight,
26 Hillside, Newport, I.O.W., BO30 2EB

Kent
Archive Office, County Hall, Maidstone, ME14 1XQ

Lancashire
Bow Lane, Preston, PR1 8ND

Leicestershire
96 New Walk, Leicester, LE1 6TO

Lincolnshire
Archives Office, The Castle, Lincoln, LN1 3AB

London
Greater London Record Office, 40 Northampton Road, Clerkenwell, London,
ECIR OAB

Middlesex
(see London)

Norfolk
Central Library, Norwich, NR2 1NJ

Northamptonshire
Delapre Abbey, Northampton, NN4 9AW

Northumberland
Melton Park, North Gosforth, Newcastle-on-Tyne, NE3 5QX

Nottinghamshire
County House, High Pavement, Nottingham, NG1 1HR

Oxfordshire
County Hall, New Road, Oxford, OX1 1ND

Rutland
(see Leicestershire)

Shropshire
Shirehall, Abbey Foregate, Shrewsbury, Salop, SY2 6ND

Somerset
Obridge Road, Taunton, TA2 7PU

Staffordshire
County Building, Eastgate Street, Stafford, ST16 2LZ

Suffolk (East)
Ipswich Branch, County Hall, Ipswich, IP4 2JS

Suffolk (West)
Bury St. Edmunds Branch, School Hall Street,
Bury St. Edmunds, IP33 1RX

Surrey
County Hall, Kingston-Upon-Thames, KT1 2ON

Sussex (East)
Pelham House, Lewes, BN7 1UN

Sussex (West)
County Hall, Chichester, PO19 1RN

Warwickshire
Priory Park, Cape Road, Warwick, CV34 4JS

Westmorland
Cumbria Archives Dept., County Hall, Kendal, LA9 4RQ

Wiltshire
County Hall, Trowbridge, BA14 8JG

Worcestershire
County Record Office, St. Helen's, Fish Street, Worcester, WR1 2HN

Yorkshire (North)
County Hall, Northallerton, DL7 8SG

Yorkshire (South)
Cultural Activities Centre, Ellin Street, Sheffield, S1 4PL

Yorkshire (West)
Diocese of Wakefield Record Office, Newstead Road, Wakefield, WF1 2DE

WALES

Certificates (from 1 July 1837)

General Register Officer,   (£10.10 each – includes return
St Catherine's House, 10 Kingsway, London WC2 B 6JP   air-mail postage)

Genealogical Societies

Clwyd Family History Society,
Mr. L. Sharrock, 17 Parc-y-Llan, Llanfair DC, Ruthin, Clwyd

Dyfed Family History Society,
Miss M.C. Evans, 175 Penybank Rd.,
Penybank, Ammanford, Wales SA18 3QP

Gwent Family History Society,
Chris Pitt Lewis, 17 Graig Park Lane, Newport, Gwent, Wales

Gwynedd Family History Society,
Mr. R. B. White, 5 Gordon Terrace, Bangor, Gwynedd

Powys Family History Society,
Mrs. D. R. Glover, 34 Glebelands Road, Knutsford, Cheshire WA16 9DZ

South Wales Family History Society,
Mr. H. Llwellyn, Llanishen Fach Farm House, Heal Erwin,
Rhiwbina, Cardiff, Wales CF4 6QQ

SCOTLAND

Certificates (from 1 January 1855)

The Registrar-General,   (£9.00 each – includes return
New Register House, Edinburgh, EH1 3YT   air mail postage)

Genealogical Societies

Aberdeen and N.E. Scotland Family History Society,
Miss B. J. Cowper, 31 Bloomfield Place, Aberdeen, Scotland.

Glasgow + West of Scotland Family History Society,
Miss H. Wright, 11 Huntly Gdns, Glasgow,
Scotland G12 9AT

Highlands Family History Society,
David Evans, 53 Ballifeary Road, Inverness, Scotland

Tay Valley Family History Society,
5 Balmossie Place, Monifieth, Dundee, Scotland, DD5 4QP

The Scottish Genealogy Society,
21 Howard Place, Edinburgh, EH3 5JY

The Scots Ancestry Research Society,
20 York Place, Edinburgh, EH1 3EP

IRELAND

Certificates – Southern Ireland (from 1845*)

The Registrar-General,   (£2.05 each – includes return
General Register House, Custom House, Dublin 1.   air mail postage)
Eire.

Certificates – Northern Ireland (from 1845*)

Registrar-General's Office,   (£5.10 each – includes return
Oxford House, Chichester Street, Belfast, BT1 4HL   air mail postage)

Professional Research

The Irish Genealogical Office,
Dublin Castle, Dublin 2, Eire

Genealogical Societies

Irish Genealogical Association,
162a Kingsway, Dunmurray, Belfast, Northern Ireland BT17 9AD

Irish Genealogical Research Society,
Mr. F. Payton, Glenholme, High Oakham Road, Mansfield, Notts

North of Ireland Family History Society,
QUB Teachers' Centre, Upper Cres.,
University Rd., Belfast BT7 1NT, Northern Ireland

Ulster Genealogical & Historical Guild,
66 Balmoral Avenue, Belfast, BT9 6NY, Northern Ireland

Section 9

PEDIGREES

Expressions of descent take many forms. Detailed genealogies may be recorded in the form used in Burke's Peerage, but where fewer branches of a family are known separate lines of descent may be set out in a table or diagram.

Traditionally, the male line only is traced for more than one generation, but where a female line is of particular interest a separate pedigree shows the line of descent. With Australian families, however, it is of interest to record the dates of pioneer arrivals. The example used in Section 2 is the simplest of such methods.

Record your direct descent in pedigree form, but use separate pedigrees, or notes, for other branches of the family. Each son of a pioneer, for example, could have a separate pedigree if a full family record is available.
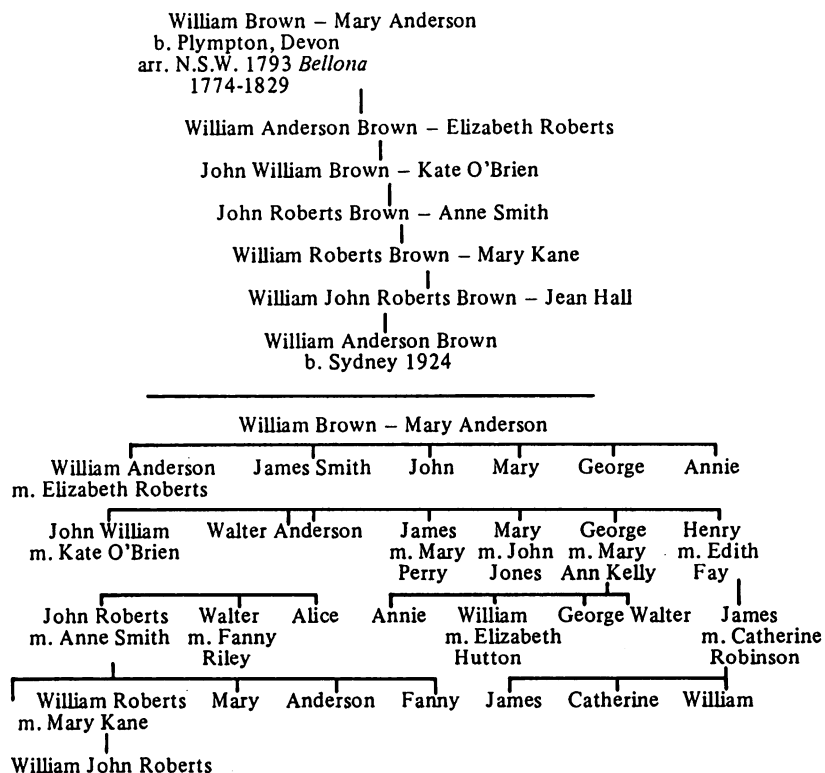
Each pedigree should be capable of being folded easily inside a foolscap cover. Beware of lengthy rolls of unmanageable size.

* Protestant marriages only – records of all births, marriages and deaths begin on 1 January 1864, and separate registers were begun for Northern Ireland on 1 January 1922.

The Society of Australian Genealogists is able to supply various types of pre-printed genealogical charts at modest cost.

Two of the many diagrammatic methods used in setting out a pedigree are here briefly illustrated, the names used being entirely fictitious.

```
William Brown – Mary Anderson
b. Plympton, Devon
arr. N.S.W. 1793 Bellona
1774-1829
        |
William Anderson Brown – Elizabeth Roberts
        |
John William Brown – Kate O'Brien
        |
John Roberts Brown – Anne Smith
        |
William Roberts Brown – Mary Kane
        |
William John Roberts Brown – Jean Hall
        |
William Anderson Brown
b. Sydney 1924
```

```
                    William Brown – Mary Anderson
    ┌──────────┬──────────┬──────────┬──────────┬──────────┐
William Anderson  James Smith   John      Mary      George    Annie
m. Elizabeth Roberts
    ┌──────────┬──────────┬──────────┬──────────┬──────────┐
John William   Walter Anderson    James     Mary      George    Henry
m. Kate O'Brien                   m. Mary   m. John   m. Mary   m. Edith
                                  Perry     Jones     Ann Kelly  Fay
    ┌──────────┬──────────┐  ┌──────────┬──────────┬──────────┐    |
John Roberts   Walter  Alice  Annie   William   George Walter   James
m. Anne Smith  m. Fanny              m. Elizabeth              m. Catherine
               Riley                  Hutton                    Robinson
    |      ┌──────────┬──────────┬──────────┬──────────┐
William Roberts  Mary  Anderson  Fanny   James   Catherine  William
m. Mary Kane
    |
William John Roberts
```

───────────────

Section 10

KEEPING THE RECORDS

Methods of filing and organising records are many and varied, depending to a large extent on the individual. A few suggestions may perhaps be helpful.

1. *Certificates.* Keep certificates flat. Do not fold. Words may be lost if a folded paper wears and cracks. A light cardboard folder, tied with tape, will keep certificates securely together. They may be

numbered, and should be listed on the outside of the folder, so that for example, *No. 5, Marriage – William Smith and Mary Hall, 1865,* may readily be found without disturbing others.

> *Note:* Envelopes and folders of clear polythene, available at most stationers, are particularly suitable.

2. *Copies of wills,* photocopies, letters and other documents may be kept in the same manner.

3. *Newspaper cuttings* should be mounted on good quality paper, on which the name and date of the newspaper should be written.

4. *Notes* of information from various sources should be sorted into groups.

(i) *Family stories,* statements about relatives, anecdotes, etc., should be together, but clearly labelled on each page so that the subject of each note can readily be found.

(ii) *Events* which concern one person should be arranged chronologically, but kept on separate sheets of paper. One page may record only:—

> *1873* William Brown, captain of coastal steamer *Mary Jane* from Sydney to Newcastle. (See *Newcastle Herald*, 1st November, 1873.)

This may seem wasteful but later on you may well find the same information appearing in a local history, in a newspaper account of coastal trading, or in some other source. These additional reports of the same event can then be added on the same page.

(iii) *Information about residence and occupation* that has been obtained from certificates or from wills may be listed with references appearing in directories, in chronological order. You may decide to organise these to discover where the gaps are in your account.

Thus you may have listed the following:—

1864 Brown, William, mariner,
                    Sydney Street, Balmain

1868 Brown, William, mariner,
                    129 Sydney Street, Balmain

1871 Brown, William, master mariner,
                    129 Sydney Street, Balmain

1873 Brown, William, master mariner,
                    129 Sydney Street, Balmain

1877 Brown, William, shipping agent,
265 George Street, Sydney
Private Res. 129 Sydney Street, Balmain

Such chronological lists may need to be re-written as more data is found, but can give an interesting picture.

5. *Note the sources of your information*. You may have written down an interesting account of early settlement in a district with which your family was connected, or a newspaper report of an attack by bushrangers on a property where your grandfather lived — but did you also write down the name of the book, the author, the page, and the library where it is to be found? Or did you obtain a photocopy of the newspaper article, only to discover that the library which made the copy did not record on the back the name and date of the newspaper? These references to the sources of your information are essential.

Later on in your searches you may want to refer to the article again. You may realise that you should have copied more of it, or you may want to have part of it photocopied, or a photograph checked against a family copy.

Make a practice of writing down *first* in your notebook the name of the book, author and library number, or the name of the newspaper, day, date and page. Then, if you cannot finish copying the item you need, you can return to it quickly.

It is equally important to list the reference books which had no useful information in them. Genealogical research can continue for months — even years — and it is easy to forget that a book has been read, or that indexes of Government Gazettes, for example, have been examined for certain years, unless a note is made of the fact. It can be very annoying to read slowly through an index volume of some hundreds of pages, only to discover when almost at the end an item which you recall having seen before!

Section 11

WRITING THE HISTORY

Lewis Carroll's adage — "Begin at the beginning, go on until you come to the end and then stop" — does not apply to family histories, for who can say where it began or where it will end? Happily, Australians can find a starting place if they wish, with the first, or earliest, of the family to come to Australia.

The simplest way is to begin with your father's pioneer forebear. Give a brief account of his background overseas and go on to *When*

and *Why* he came. Tell of his achievements, his marriage and his family, then follow his line, generation by generation, to the present day. As you write of him and of his children, tell the stories you have been told about them. Write of their friends and their business associates, employers and employees. These reminiscences are as important as dates and places, and bring the story to life. Remember, too, that yours is an unusual family if all its members were perfect!

Other branches of the family can be described separately, each in its turn.

Maps which show places of origin can be of interest, especially to children. The origins of one Australian family were traced to eight different English counties, while another family found that four great-grandparents came from one area of Surrey and the other four were all from the same small farming district of Sussex.

A map of Australia, or of the State to which your forebears came, can show the places where they first settled, with lines from these points to other districts to which members of the family moved. Properties owned, and landmarks which perpetuate the name in a district, should be recorded on a map and kept with the story.

Photographs have an obvious and important place in the completed record, but they are also sources on which you can draw for your written descriptions of members of the family.

Objects should not be overlooked. A piece of jewellery, a chair or an item of clothing, with its own particular story, may still be in the family's possession. Chests, tea-caddies, tobacco jars, china and books were all as much a part of our grandparents' lives as their photograph albums were. Give them their proper place in your story.

Your purpose in writing your family history may be to ensure that existing family records are not dispersed or lost, or it may be to discover and record, in permanent form, information that has never before been gathered together. Members of the family will want to have copies of your work and may be willing to share in the cost of having those copies made.

IMPORTANT

To ensure that all of your hard work will not be in vain, and will be available for reference by later generations, send copies of your family history research to the Library of the Society of Australian Genealogists, the National Library of Australia, and your State Library for safe keeping. In each place your work will be valued and preserved.

ENGLISH PARISH REGISTER TRANSCRIPTS

by NICK VINE HALL

142 pages. 2nd edition.

Published by
the Society of Australian Genealogists,
Sydney, 1982.

This comprehensive listing of all known transcripts of English parish registers held in Australian libraries is an indispensable reference tool for all serious researchers into English family history. The locations of registers of some 2885 parishes are listed. This represents nearly 30% of the total number of the pre-1837 ancient parishes in England.

ORDER YOUR COPY NOW.

Copies may be obtained post-free by forwarding $7.00 to:—

    The Director,
    Society of Australian Genealogists,
    Richmond Villa,
    120 Kent Street, Sydney, 2000.

SOCIETY OF AUSTRALIAN GENEALOGISTS

GUIDE TO THE LIBRARY 1983

50 pages, First edition (reprint)

Published by
the Society of Australian Genealogists,
Sydney, 1983

This comprehensive, up to date, guide to the Society's library at Richmond Villa has been published to mark the Society's Golden Jubilee on 29 August, 1982. Prepared by a committee comprising Molly Blacklock, Noel Layton, Lillyan MacDonald, Suzanne Mourot, Pauline Patterson, Joanna Richards, Tim Robinson and John Wilson, with the assistance of Evan Best, Mark Gordon, Nick Vine Hall, Keith Johnson and Errol Lea-Scarlett, this publication is strongly recommended to all users of the Society's library.

ORDER YOUR COPY NOW.

Copies may be obtained post-free by forwarding $4.50 to:—

    The Director,
    Society of Australian Genealogists,
    Richmond Villa,
    120 Kent Street, Sydney, 2000.

APPLICATION FOR MEMBERSHIP

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Surname: . . . .
(In Block Letters)

Given Names: . . . .

Signature: . . . .

Date: . . . .

Name and Address (Please fill in full titles, showing decorations, degrees, etc.)

Name: . . . .

Address: . . . .

. . . . Postcode . . . .

Nominator's Name . . . .

Membership No.: . . . .

Nominator's Signature: . . . .

Date: . . . .

All communications to be addressed to the
Director, Society of Australian Genealogists,
Richmond Villa, 120 Kent Street,
SYDNEY, N.S.W. 2000.

File Number	Paid cash/cheque	Receipt Number	Card Number

Date _____

Name of person submitting chart _____

Street address _____

City _____ State _____

No. 1 on this chart is

the same person as No.———

on chart No. ———

2.
Born
Where
When married
Died

1.
Born
Where
When married
Died

Name of Husband or Wife.

Children of marriage over leaf.
Give here the name of record or book where
this information was obtained.
Refer to names by number

3.
Born
Where
Died

(B)

APPLICATION FOR MEMBERSHIP

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Signature: . . . .

Date: . . . .

Name and Address (Please fill in full titles, showing decorations, degrees, etc.)

Name: . . . .

Address: . . . .

. . . . Postcode . . . .

Nominator's Name . . . .

Membership No.: . . . .

Nominator's Signature: . . . .

Date: . . . .

All communications to be addressed to the
Director, Society of Australian Genealogists,
Richmond Villa, 120 Kent Street,
SYDNEY, N.S.W. 2000.

File Number	Paid cash/cheque	Receipt Number	Card Number

Date _____

Name of person submitting chart _____

Street address _____

City _____ State _____

No. 1 on this chart is

the same person as No.———

on chart No. ———

2. Born
   Where
   When married
   Died

1. Born
   Where
   When married
   Died

Name of Husband or Wife.

Children of marriage over leaf.
Give here the name of record or book where this information was obtained.
Refer to names by number

3. Born
   Where
   Died

Society of Australian Genealogists   Form No. 2