Checklist of Sources Searched

(Actual Searches Need To Be Documented on Research Logs)

Name of Individual: _____

Date of Birth: _____ Place of Birth: _____

Spouse/Partner: _____

Sources Searched For This Individual - Compiled and Institutional Sources

City Records

- ☐ Cemetery Records
- ☐ Church Records
- ☐ City Directories
- ☐ City/County History
- ☐ Hospital Record
- ☐ Mortuary Record
- ☐ Newspaper
- ☐ Obituary
- ☐ Police
- ☐ Tombstone

County Records

- ☐ Birth Record
- ☐ Civil Suits
- ☐ Criminal Suits
- ☐ Court Case Files
- ☐ Court Judgments
- ☐ Court Orders/Decrees
- ☐ Court Record Indexes
- ☐ Death Record
- ☐ Deed or Mortgage Records
- ☐ Divorce Records
- ☐ Guardianship Records
- ☐ Justice of the Peace Records
- ☐ Lunacy Record
- ☐ Marriage Certificate
- ☐ Marriage License Application
- ☐ Probate & Estate Papers
- ☐ Probate Index
- ☐ Probate Inventories
- ☐ Probate Bonds
- ☐ Probate Settlements
- ☐ Probate Guardianships
- ☐ Sheriff
- ☐ Soldier/Sailors Discharge
- ☐ Voting List
- ☐ Wills

State Records

- ☐ Birth Records
- ☐ Census Records
- ☐ Court Records
- ☐ Death Records
- ☐ Grantee Index (Land)
- ☐ Grantor Index (Land)
- ☐ Land Records
- ☐ Land Surveys
- ☐ Land Patents/Grants
- ☐ Military Records
- ☐ State Agency Records
- ☐ State History
- ☐ Voter Registration

Federal Records

- ☐ Agriculture
- ☐ Bounty Land Records
- ☐ Change of Name
- ☐ Court Records
- ☐ Customs Records
- ☐ Federal Census
- ☐ Immigration Records
- ☐ Index to Federal Census
- ☐ Military Records
- ☐ Mortality Records
- ☐ Mortality Schedules
- ☐ Naturalization Records
- ☐ Passports
- ☐ Pension Records
- ☐ Ship Log Books
- ☐ Ship Passenger List

Family History Libraries

- ☐ Family Group Records Archive
- ☐ International Genealogical Index (IGI)
- ☐ Ancestral File
- ☐ Family Register

Printed Sources

- ☐ Biographies
- ☐ Family Histories / Genealogies
- ☐ Genealogical Periodicals
- ☐ Local Histories

Other Sources

- ☐ Burial Records
- ☐ Cemetery Plats/Deeds
- ☐ Immigrant Aid Societies
- ☐ Local Historians
- ☐ Local Public Libraries
- ☐ Memorials
- ☐ Monuments/Tombstones
- ☐ Perpetual Care Fund for Cemetery Plat
- ☐ Personal/Property Tax Records
- ☐ Poll Tax Records
- ☐ Professional Registration Fees
- ☐ Real Estate Tax Records
- ☐ Sextons
- ☐ Tax Exemption Records
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____

Checklist of Sources Searched For This Individual – Home & Family

Personal/Family
- ☐ Autograph Books
- ☐ Baby Books
- ☐ Book Plates
- ☐ Family Bibles
- ☐ Family Traditions
- ☐ Farm Records
- ☐ Funeral Card/Folder
- ☐ Genealogy & Family History Records & Books
- ☐ Health/Medical Records
- ☐ Journals/Diaries
- ☐ Letters
- ☐ Memorial Card/Folder
- ☐ Memoirs/Biographies
- ☐ Photographs
- ☐ Prayer Books/Heirlooms
- ☐ Relatives
- ☐ Scrapbooks

Certificates
- ☐ Adoption Papers
- ☐ Awards
- ☐ Baptism Certificate
- ☐ Birth Certificate
- ☐ Blessing
- ☐ Confirmation Certificate
- ☐ Death Certificate
- ☐ Divorce Papers
- ☐ Graduation Diploma
- ☐ Manumission Certificate
- ☐ Marriage Certificate
- ☐ Ministerial/Ordination
- ☐ Mission Release
- ☐ Vaccination/Immunization Records

Newspapers
- ☐ Advertisements
- ☐ Announcements
- ☐ Legal Notices
- ☐ Local Newspaper
- ☐ Obituaries
- ☐ Professional Paper
- ☐ Trade Paper
- ☐ Vital Statistics

Membership Records
- ☐ Awards
- ☐ Cards
- ☐ Certificates
- ☐ Programs from Clubs or Organizations
- ☐ Publications from Clubs or Organizations
- ☐ Uniforms from Clubs or Organizations

School Records
- ☐ Elementary School
- ☐ Secondary School
- ☐ Vocational/Trade School
- ☐ College/University
- ☐ Ladies Finishing School
- ☐ Arts
- ☐ Awards
- ☐ Honor Roll
- ☐ School Publications
- ☐ Report Cards
- ☐ Transcripts
- ☐ Yearbooks

Legal Papers
- ☐ Abstracts of Title
- ☐ Bonds
- ☐ Contracts
- ☐ Deeds
- ☐ Guardian Papers
- ☐ Insurance Policies
- ☐ Land Grants
- ☐ Leases
- ☐ Livestock Brands
- ☐ Loans
- ☐ Mortgages
- ☐ Subpoena
- ☐ Summons
- ☐ Tax Notices
- ☐ Water Rights

Licenses
- ☐ Business Licenses
- ☐ Occupational Licenses
- ☐ Professional Licenses
- ☐ Hunting License
- ☐ Firearm's License
- ☐ Driver's License
- ☐ Motor Vehicle Registration

Household Items
- ☐ Clothing
- ☐ Coat of Arms
- ☐ Dishes
- ☐ Engraved Jewelry
- ☐ Engraved Silverware
- ☐ Friendship Quilt
- ☐ Insignia
- ☐ Samplers
- ☐ Souvenirs
- ☐ Tapestries
- ☐ Tools

Citizenship Papers
- ☐ Alien Registration
- ☐ Change of Name
- ☐ Denization Papers
- ☐ Deportment Papers
- ☐ Naturalization Papers
- ☐ Passport
- ☐ Visa
- ☐ Vaccination

Employment Records
- ☐ Apprenticeship Papers
- ☐ Employment Awards
- ☐ Employment Citations
- ☐ Income Tax Records
- ☐ Pension Records
- ☐ Retirement Records
- ☐ Severance Papers
- ☐ Social Security Papers
- ☐ Union Papers

Military Records
- ☐ Bounty Award
- ☐ Citations
- ☐ Disability
- ☐ Discharge Papers
- ☐ Firearms
- ☐ Muster Rolls
- ☐ Pension Papers
- ☐ Ribbons/Medals
- ☐ Selective Service Registration Papers
- ☐ Service Files
- ☐ Swords
- ☐ Uniforms

Health Records
- ☐ Hospital Records
- ☐ Medical Insurance Papers
- ☐ Immunizations
- ☐ Medical Records
- ☐ X-Rays

Books
- ☐ Atlases
- ☐ Foreign Language
- ☐ Textbooks
- ☐ Vocational Books
- ☐ Yearbooks
- ☐ Other_____

Financial Records
- ☐ Financial Accounts
- ☐ Bills
- ☐ Check Stubs
- ☐ Estate Records
- ☐ Receipts

Other Sources
- ☐ _____
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