

L'dor V'dor Project Family Group Sheet Instructions

The members of each family (father, mother and children) are recorded on this form. This will be the most frequently used form. Fill out a form on **each person who married** and list any born or adopted children. *You can save these forms on your hard drive and then e-mail them to relatives. This would save a lot of time and money, as they can fill them out on the computer screen and e-mail them back immediately.*

FAMILY GROUP SHEET OVERVIEW:

- ◆ a) Each time a person DIVORCES and is remarried, you must fill out a separate Family Group Sheet on each marriage. List all children from a previous marriage with a circled capital letter " P " printed in the left margin beside the name followed by any children born to this couple.
- ◆ b) Although it is not absolutely critical, please try to list the children CHRONOLOGICALLY with the oldest born listed first and the youngest child as last on the form. This also applies to adopted children. Who ever is born first, is listed first, whether it be natural born or adopted.
- ◆ c) ADOPTED children are acknowledged with a circled capital letter " A " printed in the left margin beside the name.
- ◆ d) STILLBORNS should also be listed with a given name or state "Infant", "Infant Girl" or "Infant Boy".
- ◆ e) If the family wishes to list any ILLEGITIMATE children, please place a circled capital letter " I " in the left margin beside the child's name. It would be a good idea to list the father/mother's name/date/place of birth in case the child would someday like to look up the birth parent. All information you wish to remain confidential, please state so on the form.
- ◆ f) Print a bold asterisk (*) by the name of each person you filled out an Ancestor Sheet (Form A).
- ◆ g) Make sure to use the proper name, date and place formats.

FAMILY GROUP SHEET EXPLAINED:

HUSBAND'S FULL NAME: Write the husband's full birth name using the proper name format: First, "Nickname", Middle, LAST.

DATE BORN: Write the husband's birth date using the proper date format: Day MONTH Year (16 Feb 1956). Estimate if necessary using proper date abbreviations.

PLACE* BORN: Write the place were the person was born using the proper place format: Town, County, State, Country.

DATE MARRIED: Write this couple's married date using the proper date format: Day MONTH Year (16 Feb 1956). Estimate if necessary using proper date abbreviations.

PLACE* MARRIED: Write the place were this couple was married using the proper place format: Temple Name, Town, County, State, Country. Make sure to include the temple name. Example: " The Temple, Nashville, Davidson, TN".

DATE DIED: Write the husband's death date using the proper date format: Day MONTH Year (16 Feb 1956). Estimate if necessary using proper date abbreviations. Leave this box blank if he is still living.

PLACE* DIED: Write the place were the husband died using the proper place format: Town, County, State, Country. Leave this box blank if the husband is still living.

BURIED AT: Write the cemetery name and place were the husband was buried using the proper place format: Town, County, State, Country. Leave this box blank if the he is still living.

RESIDED AT: Write this family's current (or last) address. Include street address, city, and state.

OCCUPATION: Write the husband's current or significant occupation. Example: Farmer, Laborer, Carpenter, Store Manager. You may list more than one occupation.

E-MAIL: Write the family's computer e-mail address if you have one. You may list more than one e-mail if it is necessary.

MILITARY: Write the husband's military service with dates. Example: Army (1962-1966).

Temple Affiliation: (**Temple Affiliation**) Write the person/family's religion practiced (Jewish, Methodist, Catholic, Lutheran, etc.). Include the Temple name and place the family attended.

FATHER: Write the full birth name of the husband's father using the proper name format: First, "Nickname", Middle, LAST. Include the birth date and place if known.

MOTHER (MAIDEN): Write the full birth name (MAIDEN) of the husband's mother using the proper name format: First, "Nickname", Middle, LAST. Include the birth date and place if known.

OTHER WIFE: List all of the husband's other wives. Each time a person DIVORCES and is remarried, you must fill out a separate Family Group Sheet on each marriage. List all children from a previous marriage on a separate Family Group Sheet with the previous spouse as their parent.

WIFE'S FULL MAIDEN NAME: Write the wife's full birth name using the proper name format: First, "Nickname", Middle, LAST. continued

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DATE BORN: Write the wife's birth date using the proper date format: Day MONTH Year (16 Feb 1956). Estimate if necessary using proper date abbreviations.

PLACE* BORN: Write the place were the wife was born using the proper place format: Town, County, State, Country.

DATE DIED: Write the wife's birth date using the proper date format: Day MONTH Year (16 Feb 1956). Estimate if necessary using proper date abbreviations. Leave this box blank if she is still living.

PLACE* DIED: Write the place were the wife died using the proper place format: Town, County, State, Country. Leave this box blank if she is still living.

BURIED AT: Write the cemetery name and place were the wife was buried using the proper place format: Town, County, State, Country. Leave this box blank if the she is still living.

FATHER: Write the full birth name of the wife's father using the proper name format: First, "Nickname", Middle, LAST. Include the birth date and place if known.

MOTHER (MAIDEN): Write the full birth name (MAIDEN) of the wife's mother using the proper name format: First, "Nickname", Middle, LAST. Include the birth date and place if known.

OTHER HUSBAND: List all of the wife's other husbands. Each time a person DIVORCES and is remarried, you must fill out a separate Family Group Sheet on each marriage. List all children from a previous marriage on a separate Family Group Sheet with the previous spouse as their parent.

F#: (Family Group Sheet Number) Leave this box blank. It will be used by the genealogist preparing the ROLL database.

INFORMATION OBTAINED FROM: (Source) Write the source of your information. Source examples include: Books/directories, Cemetery records, Census, Certificates (vital statistics such as birth, b.mitzvah, marriage, divorce, temple, and death records), Military records, Naturalization records, Newspaper articles, Obituaries, Passenger list, Personal knowledge (oral history) of Mrs. ..., Social Security death index, Web site posting, Will (or probate records)

MISC. INFO: (Miscellaneous Information) Write any miscellaneous information such as emigration, or additional detail on any of the other boxes. Number each note with enclosed parenthesis {"(1)", "(2)", "(3)", etc.}, then add further information on 1) unused portions of the form; 2) on the reverse side; or 3) on an attached sheet(s).

CHILDREN, FULL NAME & E-MAIL: Write this couple's children's full birth (MAIDEN) names using the proper name format. Include their e-mails if they have one. Use the following guidelines:

- List all children (whether living or dead) in BIRTH ORDER.
- In the left had margin beside the children's number, write *M* or *F* or each CHILD's SEX. This is especially important when the first name is cross-gender like "Chris" and "Alex".
- Attach a second Family Group Sheet if there are more than 12 children and change the children's numbers on the extra forms.
- ADOPTED children are acknowledged with a circled capital letter " **A** " printed in the left margin beside the name.
- STILLBORNS should also be listed with a given name or state "Infant", "Infant Girl" or "Infant Boy".
- If the family wishes to list any ILLEGITIMATE children, please place a circled capital letter " **I** " in the left margin beside the child's name. It would be a good idea to list the father/mother's name/date/place of birth in case the child would someday like to look up the birth parent. All information you wish to remain confidential, please state so on the form.
- Print a bold asterisk (*) by the name of each person you filled out an Ancestor Sheet (Form A)

BORN DATE/PLACE*: Write the child's birth date and place using the proper date format: Day MONTH Year (16 Feb 1956). Estimate if necessary using proper date abbreviations.

DIED DATE/PLACE*: Write the child's death date and place using the proper date format: Day MONTH Year (16 Feb 1956). Estimate if necessary using proper date abbreviations. Leave this box blank if the child is still living.

MARRIED - SPOUSE - DATE/PLACE*: Write the full birth (MAIDEN) name of the CHILD's SPOUSE. List them as husband and wife on another Family Group Sheet. Write the married date and place using the proper date format: Day MONTH Year (16 Feb 1956). Estimate if necessary using proper date abbreviations. Each time a person DIVORCES and is remarried, you must fill out a separate Family Group Sheet on each marriage. List all children from a previous marriage on a separate Family Group Sheet with the previous spouse as their parent.

COMPILED BY: Write the full name of the person who prepared this form using the proper date format: Day MONTH Year (16 Feb 1956).

DATE: Write the date this form was completed using the proper date format: Day MONTH Year (16 Feb 1956).

