Genealogical Sources Guide

Residences

Prospector’s Hut, Terrytown near Beaumont ca.1890. SO6-443a

Hocken Collections/Te Uare Taoka o Hākena, University of Otago Library
Nau Mai Haere Mai ki Te Uare Taoka o Hākena:
Welcome to the Hocken Collections

He mihi nui tēnei ki a koutou
kā uri o kā hau e whā arā, kā mātāwaka o te motu, o te ao whānui hoki.
Nau mai, haere mai ki te taumata.

As you arrive
We seek to preserve all the taoka we hold for future generations. So that all taoka are properly protected, we ask that you:
• place your bags (including computer bags and sleeves) in the lockers provided
• leave all food and drink including water bottles in the lockers (we have a researcher lounge off the foyer which everyone is welcome to use)
• bring any materials you need for research and some ID in with you
• sign the Readers’ Register each day
• enquire at the reference desk first if you wish to take digital photographs

Beginning your research
Most of the commonly-used genealogical sources available at the Hocken Collections can be found on microfiche or in the Ready Reference section of the main reference area on the ground floor. Please ask staff if you need help locating any of these.
We hold numerous other sources—both published and unpublished—and you can search for material on our Online Public Access Catalogues:
• for books, theses, journals, magazines, newspapers, maps, and audiovisual material, use Library Search | Ketu. The advanced search - https://goo.gl/HVNTqH gives you several search options, and you can refine your results to the Hocken Library on the left side of the screen.
  The Library Search Guide https://otago.libguides.com/ketuhelp contains helpful tips and assistance for using Library Search | Ketu;
• for pictures, photographs and archives and manuscripts, use Hākena - https://hakena.otago.ac.nz
  The Hākena Search Help Guide https://otago.libguides.com/hakena contains helpful tips and assistance for using Hākena;
some of the photographs from the Pictorial Collections are available for viewing online via Hocken Snapshop at https://hocken.recollect.co.nz/. Some other photographs and artworks can be viewed at http://otago.ourheritage.ac.nz/.
What do you know already?

Look for clues from the information that you already have about an individual, such as:

- marriage records
- death records
- birth records

You can then search the relevant sources listed below to find out where your ancestor lived.

Otago Nominal Index (ONI)

This database, available at [https://www.otago.ac.nz/library/hocken/oni](https://www.otago.ac.nz/library/hocken/oni), includes records from Otago and Southland electoral and jurors’ rolls, early directories, Mackay’s Otago Almanac and the Otago Police Gazette to 1876. Further electoral roll entries to 1893 have also been added, as have early Otago Provincial Government Gazettes. ONI allows you to look for entries for particular individuals and is helpful if you don’t know exactly where they were residing in the Otago/Southland region.

Directories

The Hocken Collections hold a range of New Zealand directories. Some of these are located in the Ready Reference area, or are on microfiche, or can be accessed via any of the public computers in the library. Others must be retrieved for you – check holdings in Library Search|Ketu. Directories are usually arranged in three sections, alphabetically – under name of the town or city, under personal name (usually only male heads of the household are listed, except for widows, boarding house keepers, etc), and under trade or profession.

*Wise’s New Zealand Post Office Directory*

These cover the whole country for the period 1872-73 until 1955. After 1955 they were published as four regional volumes – Auckland City and Province; Wellington, Hawkes Bay and Taranaki; Canterbury, Nelson, Marlborough and Westland; Otago and Southland. In 1981 the alphabetical section lists only business firms. Holdings continue until the mid-1990’s. The directories for the period 1866-1955 are available online via the database Ancestry [https://www.ancestry.com/](https://www.ancestry.com/).

*Dunedin and Otago*

*Stone’s Otago and Southland Directories*

Regional coverage for Otago and Southland from 1884 to 1954. The directories for the period 1886, 1907, 1909 and 1915 are now available online via the database Ancestry.

*Harnett’s Dunedin Directory*

1863 to 1867 only.
Wise’s Dunedin Directory
1865 to 1871/2 only.

Canterbury
Stone’s Canterbury, Nelson, Marlborough and Westland
1899-1955.

Wise’s Canterbury Directory
1898 only.

Wise’s Canterbury, Marlborough, Nelson and Westland Directory
1902/03 only.

North Island
Wise’s Streets Directories

Stone’s Wellington, Hawkes Bay and Taranaki
1891/1892-1945.

Wise’s Auckland Provincial Directory

Cleave’s Auckland Directory
1894 and 1895 only.

Leightons’ Auckland Directory
1934 to 1939-40 only.

Australian Directories
Check microfiche collection and Library Search|Ketu for holdings. Many are available via Ancestry.

Almanacs
Almanacs are another useful source for locating information about businesses and government office bearers. They do not contain details about private residences. Details of holdings can be found in Library Search|Ketu.

Mackay’s Otago, Southland, and Gold Fields’ Almanac
This was published from 1864, and from 1871 it was known as Mackay’s Otago Almanac.
Holdings go up to 1880 but no issues are held for the years 1874, 1876 or 1878. A number of trades and professions are listed for each township and there is also an official directory. Office bearers of societies, associations and companies are listed in separate sections, as well as runholders and sheep returns. Advertisements for various businesses are published at the back of each volume.
Mills, Dick & Co.’s Otago Provincial Almanac & Directory

This is held for the years 1875 to 1909, although some issues are lacking. All issues incorporate the Rose’s Southland Almanac. From 1881 they also incorporate Wise’s Almanac and from 1885 they further incorporate Mackay’s Otago Almanac. The issues from 1905 are titled Mills, Dick & Co’s Otago, Southland and South Canterbury Almanac and Directory.

Electoral Rolls

Electoral rolls for New Zealand are held from 1853 onwards. The electoral rolls from 1853 to 1981 are on microfiche, and are available via the Ancestry database. It is helpful to know which district the individuals you are looking for resided in before searching the electoral rolls, although some of those on Ancestry can be searched by name over the whole country. Use clues from directories and other sources to find someone’s place of residence. If you are not sure which electoral district includes their place of residence for a particular period, use the New Zealand Electoral Atlas (1989) by Alan McRobie (located near the electoral rolls on microfiche). Remember that women are not included on the electoral rolls until 1893.

Habitation indexes, which list electors by their address or locality (for country areas), are held for the Dunedin electorates and Te Tai Tonga Māori electorate for 2015 and 2016, and for the whole of New Zealand from 2017 – order via Library Search | Ketu.

Telephone Books

Telephone books for the various districts of New Zealand north of Otago are held from ca.1965 onwards. Invercargill telephone books are held from 1955 and Dunedin telephone books are held from 1913. Private Box directories for New Zealand are held from 1957 on. The most current telephone directories are located in the Ready Reference area, and online versions can be found at https://whitepages.co.nz/ or https://yellow.co.nz/.

Return of Freeholders of New Zealand 1882

A three-volume publication is located in the ready reference area and on microfiche. It comprises a list of individuals, (including deceased estates) in alphabetical order, who owned property in New Zealand in 1882. Records were compiled from property tax records but unfortunately they were not compiled for any other year. The ownership of land by Maori has not been included. The addresses and occupations of owners are supplied. This publication can be useful as a starting point if you are not sure where in New Zealand
someone may have been residing in 1882. It is also useful because it includes women, as property owners, who were not included in the electoral rolls at that time.

Sources about particular houses or buildings
See our separate research guide on Architecture and Building Sources at the Hocken Collections https://www.otago.ac.nz/library/hocken/otago038951.html.

The following publications are located in the ready reference area:


Newspapers
Look for clues such as dates of opening, names of architects etc. to search for further references in newspapers. Try the newspapers available via Papers Past at https://paperspast.natlib.govt.nz/. Search the Dunedin City Libraries’ *Southern Regional News Index* https://ent.kotui.org.nz/client/en_AU/srni. Ask staff to check the Hocken Collections Reference database for you.

Index New Zealand [database]
Use this database https://goo.gl/pPJ8da to locate articles in New Zealand journals and newspapers (coverage is mostly from 1987 onwards). You will then need to check Library Search|Ketu for holdings.

Other publications
Check Library Search|Ketu for books about significant buildings or architects, local histories, and publications about Dunedin suburbs. For southern New Zealand - check the titles listed in *Books & pamphlets on southern NZ: a simplified locality guide 1772 to the 21st

Archives and Manuscripts
Search Hākena, the pictures, photographs and archives catalogue, https://hakena.otago.ac.nz for architectural plans and records of architects. The archives collection also includes some local authority records, eg. Queenstown Borough Council records (ARC-0332), which may contain rate books and ledgers. Rates records can be used to identify building owners, year of construction, legal description of land and valuation of buildings.

Government Records
Try the relevant departmental reports in the Appendices to the Journals of the House of Representatives https://paperspast.natlib.govt.nz/parliamentary, or contact the appropriate Archives New Zealand office.

Photographs
Look for holdings of photographs of the building, street, or area on Hākena – some items are viewable online. Some photographs are available online via Hocken Snapshop at https://hocken.recollect.co.nz/. Please talk to staff at the reference desk if you wish to access the photographs section.

Maps
If the legal description of the area is known (i.e. block and section numbers), then you may be able to locate a cadastral map of the area in the Maps collection. The collection also includes maps of Dunedin sub-divisions. Use Library Search! Ketu to locate this material. The collection includes aerial photographs of Dunedin streets from ca.1949 – ask staff for these. Aerial photographs for other years are held at the Dunedin City Council Archives. Current aerial photographs of properties are available on the Dunedin City Council webpage https://www.dunedin.govt.nz/services/rates-information. A number of early maps held at Archives New Zealand are being digitised and made available via Archway https://www.archway.archives.govt.nz/.
Other useful publications

- *The Cyclopedia of New Zealand, industrial, descriptive, historical, biographical; facts, figures, illustrations*. Wellington: Cyclopedia, Co. (several volumes covering the districts of New Zealand) - available online via Ancestry or at [https://goo.gl/KhYVcA](https://goo.gl/KhYVcA).
- *Design Review* – a journal published by the Wellington Architectural Centre from 1948. Also available at [https://goo.gl/EsidhA](https:// goo.gl/EsidhA)
- *Home and building* (later titled *New Zealand home and building*) – a journal held from 1936 that contains information about architects and houses. A few issues are available at [http://nzetc.victoria.ac.nz/tm/scholarly/tei-corpus-homeandbuilding.html](http://nzetc.victoria.ac.nz/tm/scholarly/tei-corpus-homeandbuilding.html) and more will become available as resourcing allows.
- Progress: with which is incorporated the Scientific New Zealander- a journal published in Wellington that contains information about architects and houses. Issues from 1907 to 1913 held (with gaps). Also available via Papers Past at [https://paperspast.natlib.govt.nz/](https://paperspast.natlib.govt.nz/).
More Friends of the Hocken Collections Bulletins can be found at https://www.otago.ac.nz/library/hocken/otago038951.html.

Other contacts

**Land Information New Zealand** - https://www.linz.govt.nz/

**Archives New Zealand Dunedin Regional Office**
556 George Street, Dunedin - http://archives.govt.nz/

**Dunedin City Council Archives**
Civic Centre, 50 The Octagon, Dunedin- https://www.dunedin.govt.nz/services/archives
There is a useful list of street name changes for Dunedin available at https://goo.gl/atsdG7.
There is an album of photographs of Houses and Cottages on the Dunedin City Council’s Flickr page https://www.flickr.com/photos/dccarchives/albums .

**Heritage New Zealand Pouhere Taonga Otago/Southland Area Office**
Queens Building, 109 Princes Street, Dunedin - http://www.heritage.org.nz/

Katherine Milburn, Hocken Collections, January 2019
Other guides in this series include:

A General Guide
Births, Death and Marriages
Shipping Records
Occupations
Education
Internet Sources

*Dr Hocken's residence, Moray Place (nd). Photographs Collection Box-162-001.*