

# Genealogical Sources Guide

## Residences



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

# 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We hold numerous other sources—both published and unpublished—and you can search for material on our Online Public Access Catalogues: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>. Listing of the ephemera collection has just begun on Hākena; please talk to desk staff if you have any questions about this collection.

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 Snapshot 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>, 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/> (Please note: you must be a subscriber to access resources).

### Dunedin and Otago

#### *Stone's Otago and Southland Directories*

Regional coverage for Otago and Southland from 1884 to 1954

#### *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*

Coverage for: Wellington 1948, 1951, 1953-54 and 1955; Wanganui 1950 only; Palmerston

North, Fielding, Dannevirke, Levin, Marton and Pahiatua 1950, 1951/52 and 1954; Napier and Hastings 1948-49, 1951 and 1953; Auckland 1946, 1947, 1949, 1950/51, 1952 and 1954.

*Stone's Wellington, Hawkes Bay and Taranaki*

1891/1892-1945

*Wise's Auckland Provincial Directory*

1944, 1946, 1947, 1950/51 to 1954/55

*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.

**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. It is helpful to know which district the individuals you are looking for resided in before searching the electoral rolls. 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 Māori 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:

Lois Galer (1982). *Bricks and Mortar*. Dunedin: Allied Press.

Lois Galer (1981). *Houses and Homes*. Dunedin: Allied Press.

Lois Galer (1995). *Houses of Dunedin: an illustrated collection of the city's historic homes*. Dunedin, N.Z.: Hyndman Pub.

George Griffiths (1979). *How old is our house?: a short guide to the documentary sources and architectural records available in New Zealand*. Dunedin, N.Z.: Otago Heritage Books.

Niel Wales and Hardwicke Knight (1988). *Buildings of Dunedin: an illustrated architectural guide to New Zealand's victorian city*. Dunedin, N.Z.: John McIndoe.

## 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](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.

## New Zealand Index (Knowledge Basket) [database]

New Zealand Index is a collection of New Zealand related databases which works in the same way as Index New Zealand. Like Index New Zealand, you will need to check Library Search|Ketu for holdings. <https://www.knowledge-basket.co.nz/databases/new-zealand-index/nz-index-faq/>

## 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 century* compiled by George Griffiths. (Dunedin, N.Z.: Otago Heritage Books, 2006) located in the ready reference area.

## Archives and Manuscripts

Search Hākena, the pictures, photographs, ephemera 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 Snapshot 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

- Charles Croot, Helen Watson White, Otago Settlers Association (1995). *Dunedin churches: past and present*. Dunedin, N.Z.: Otago Settlers Association.
- *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 at <https://goo.gl/KhYVcA>.
- *Design Review* – a journal published by the Wellington Architectural Centre from 1948. Also available at <https://goo.gl/EsidhA>
- George Griffiths (2002). *A library-bus tour of the suburbs* Friends of the Hocken Collections Bulletin Number 42  
[https://www.otago.ac.nz/library/pdf/hoc\\_fr\\_bulletins/Bull\\_42\\_Suburbs.pdf](https://www.otago.ac.nz/library/pdf/hoc_fr_bulletins/Bull_42_Suburbs.pdf)
- Mike Hamblyn (2001). *Down Every Street and Byway: Finding Your Family with Stone's New Zealand Directories*. Dunedin N.Z.: Otago Heritage Books.
- R.P. Hargreaves (1992). *Barmaids, billiards, nobblers & rat-pits: pub life in goldrush Dunedin, 1861-65*. Dunedin North N.Z.: Otago Heritage Books.
- *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> and more will become available as resourcing allows.
- Hardwicke Knight (1993). *Church building in Otago*. Dunedin, N.Z.: H. Knight.
- Frank Tod (1984). *Pubs galore: history of Dunedin hotels 1848-1984*. Dunedin, N.Z.: Historical Publications.
- Keith Maslen (1994). *Early New Zealand directories: a brief guide*. Friends of the Hocken Collections Bulletin Number 7  
[https://www.otago.ac.nz/library/pdf/hoc\\_fr\\_bulletins/7\\_bulletin.pdf](https://www.otago.ac.nz/library/pdf/hoc_fr_bulletins/7_bulletin.pdf)
- *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/>.
- Di Stewart (2002). *The New Zealand villa: past and present*. Rev. and updated ed. Auckland, N.Z.: Penguin Books. Look in the publications catalogue for books on other architectural styles e.g. Art Deco.

- 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 - <https://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 - <https://www.heritage.org.nz/>



**Other guides in this series include:**

A General Guide

Births, Death and Marriages

Shipping Records

Occupations

Education

Internet Sources

Whakapapa Research

Printed guides are freely available in the Hocken or can be downloaded online at <https://www.otago.ac.nz/library/hocken/otago038951.html>



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

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For hours, please check our website:  
<https://www.otago.ac.nz/library/hocken/>