

# Genealogical Sources Guide

## A General Guide



*Morningside School Cricket Club, 1895. Bansgrove. c/n E1818/34A*

# 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 in the lockers provided
- leave all food and drink including water bottles in the lockers (we have a lunchroom 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

### 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We hold numerous other sources—both published and unpublished—in our closed stacks, and these can be searched and requested through the Hocken's Online Public Access Catalogues (OPACs). There are two different OPACs:

- for books, theses, journals, magazines, maps, and audiovisual material, use <http://otago.lconz.ac.nz> - the University of Otago Library catalogue;
- for archives & manuscripts, you will need to consult Hākena - <http://hakena.otago.ac.nz/nreq/Welcome.html>.

Upstairs on the first floor in Pictorial Collections, some photographs are available for viewing in the Reader Access file, but you will need to ask staff to help you locate further photographs, as well as all pictures, paintings and posters.

## New Zealand Registrar General's Index to Births, Deaths and Marriages 1840-1990

These are held on microfiche. They are indexed by name within years. The index provides names, year of registration and folio number. For births and deaths the district is also available. A copy of the certificate, or printout, can be obtained from the Registrar-General for a fee (see [www.bdm.govt.nz](http://www.bdm.govt.nz) for details). Early New Zealand birth, death and marriage records can now be searched online at

<http://bdmhistoricalrecords.identityservices.govt.nz/Home/> however you still need to apply for a copy of the full details. If you only know the name of one spouse and want to know whom they married then you can use NZ Marriages 1836-1956 (CDRom), or *Varcoe's New Zealand Marriages Index* (<http://marvin.otago.ac.nz/>) in conjunction with the Registrar-Generals' Index to Marriages.

## Directories

The directories contain an alphabetical list of householders and businesses. They give name, occupation and address. As the head of the house was usually deemed to be a man, women usually only appear if single, widowed or operating a business. Holdings include:

- *Wise's New Zealand Post Office Directory* 1872-1955
- *Wise's Dunedin Directory* 1865-1872
- *Harnett & Co. Dunedin Directory* 1863-1867
- *Stone's Otago/Southland Directory* 1884-1954 (Please note: 1890-1904 volumes are available on the database computers in the reference area)
- *Stone's Canterbury, Nelson, Marlborough and Westland Directory* 1902-1955
- *Stone's Wellington, Hawke's Bay and Taranaki Directory* 1891-1945

## Shipping

Shipping lists may provide information such as name, age, ship, date and port of departure and arrival. The following may be useful:

- *Otago/Southland Assisted Passengers from UK & Europe* 1872-1888
- Passenger lists, compiled from the *Otago Provincial Government Gazettes* 1869-1875
- *List of Immigrants who were Debtors to the Provincial Government of Otago for Passage Moneys* 1869 & 1872
- *Patrick Henderson Shipping Line Paying Passengers to Otago* 1871-1880
- *Victoria Outward Passengers to all New Zealand Ports* 1852-1880

- *Immigration To Victoria - Inward From British Ports 1852-1879*
- *Immigration To Victoria - Inward From Foreign Ports 1852-1879*
- *Immigration To Victoria - Inward From New Zealand Ports 1852-1923*
- *Val Maxwell's Settlers to Otago pre 1861*
- Shipping folders – passenger lists and/or accounts of arrival compiled from newspapers and arranged alphabetically by ship's name.
- *Comber's Index to Shipping Arrivals in New Zealand 1839-1889* - this list includes information about ships and their voyages but no passenger lists.

## Church Records

The Hocken is the official repository for records of the Anglican Diocese of Dunedin, but also holds records for Methodist, Baptist, Associated Churches of Christ, and Congregational denominations. We also hold records of the Jewish congregation 1879-1936. Catholic records are held at the Diocesan Archives, Catholic Pastoral Centre, c/- 277 Rattray Street, Dunedin. Presbyterian records are held at the Archives Research Centre, Presbyterian Church of Aotearoa New Zealand, Knox College, 1 Arden Street, Dunedin.

## Marriage Registers

Nominal indices exist for Presbyterian, Catholic and Anglican (including Associated Churches of Christ and Congregational) marriages c.1841-1920. We also have parish transcripts for Anglican churches giving full details of marriage entries, and for Knox and First Churches.

## Baptismal Registers

Original Anglican registers are available under the name of the Church. There are some indexed transcripts. An index to pre-1905 baptisms in the Catholic Diocese of Christchurch is available on the database computers.

## Burial Registers

Some original Anglican registers are held.

## School Records

One of the most useful sources of genealogical information is the school Admission, Progress and Withdrawal Registers (APWs). They may contain the pupil's name, date of admission, date of birth, parent's name and address, the pupil's progress, date of leaving and destination. APWs were in official use from 1879 although teachers were not always efficient in keeping their pupils' records. The Hocken is the official repository for school

archives in the Otago area although some schools still retain their own records. Records for the North Otago area however are held by the North Otago Museum and Southland School records are being collected by the Invercargill Public Library.

### **Indexed APW transcripts**

These exist for most Dunedin and many Otago state primary schools and for some Dunedin high schools. Ask staff to search the Otago Primary Schools database if you do not know which primary school your ancestor attended.

### **Otago Education Board Class Lists 1879-1953**

The lists are arranged alphabetically by school and record the pupils who sat examinations in any given year and their age. They can be a useful alternative when APWs do not exist.

### **Otago Education Board teachers' records, 1878-1952**

These are incomplete but useful for information relating to teachers as are the *Appendices to the Journals of the House of Representatives* E.1.

### **School jubilee histories**

These can also be a useful source of information.

## **Cemetery Records**

The Hocken Collections holds transcripts of many Otago headstones and burial registers.

### **Dunedin cemeteries**

Northern Cemetery 1872-1986; Southern Cemetery 1958-1985; Anderson's Bay Cemetery c.1867-1983; Dunedin cremations 1927-1950; Cremation Records 1960-1989, Green Park Cemetery 1978-2004. You can also search the Dunedin City Council Cemeteries Database -

[http://www.cityofdunedin.com/public/registers?Burl\\_form+F](http://www.cityofdunedin.com/public/registers?Burl_form+F)

### **Burial registers for smaller cemeteries in the Otago/Southland area**

These include Alexandra, Arrowtown, Balclutha, Cromwell, East Taieri, Milton, Palmerston, Port Chalmers, Queenstown, and Ruapuke Island.

### **New Zealand Cemetery records**

These are held on microfiche and date from colonial times and include many cemeteries in New Zealand. They contain geographical and alphabetical indices. Use the NZ Burial Locator v2 (on database computers) if you are not sure where someone was buried in New Zealand.

## Return of Freeholders of New Zealand 1882

This is an alphabetical listing of persons who owned freehold land in New Zealand in 1882. It provides name, address and occupations of owners of land, including the area and value of the property.

## Electoral Rolls

Our holdings date from 1865 to the most current available and cover all New Zealand districts. The rolls provide names, occupations and addresses. From 1865 to 1981 the rolls are held on microfiche. The 1881 electoral roll is also available on CDROM, and 1893 is available on the database computers.

## Otago Nominal Index

This is an electronic database of persons appearing on Otago and Southland Electoral Rolls, early Dunedin directories and the *Otago Police Gazette* prior to 1876. Further electoral roll entries for 1877/78 and 1893 have also been added. The Index includes name, address, and occupation. It is available online at <http://marvin.otago.ac.nz/oni/> and also on the databases computers in the main reference area.

## Otago Daily Times: Headlines 1946-1995 & Obituaries to 1997

This is available electronically on the databases computers in the main reference area and there is also a print version in the ready reference area. The print version covers the period 1946–1980 (obituaries to 1994). It is arranged by subject and there is also a separate nominal index. References include the exact date and page number in the *Otago Daily Times*.

## Newspapers

Check the publications catalogue for holdings of newspapers. Staff can search the *Union List of Newspapers* which covers all New Zealand. Staff will also show you how to request newspapers or to use those which are on microfilm.

Access the Dunedin Public Libraries *Southern Regional News Index* through their catalogue (available through <http://www.cityofdunedin.com/library/catalogue/webclient.html>).

Excellent for articles particularly for those in the *Otago Daily Times* (note: the online index only includes records back to 1993, as well as some information from the 1850s and 1930s. The full index is available in the McNab Room on the third floor of the Dunedin City Library.

PapersPast <http://paperspast.natlib.govt.nz/cgi-bin/paperspast> includes a number of early Otago newspapers in its coverage and all are searchable.

*Otago Witness* is a good source for pictorial information – there are indexes to the illustrations in the Pictorial Collections area on the first floor.

Use dates you have found through other sources to check for articles in the newspapers eg., when a building was officially opened.

There are some useful indexes in the ready reference collection, which include *Central Otago Goldfields Newspaper Indices* and *Catholic Death Notices in the Otago Daily Times 1861-1990*.

## Maori Sources

### Print materials

For those just starting out *Te Haurapa* by Te Ahukaramu Charles Royal is a useful introduction to researching tribal histories and traditions. There are several other publications that may be useful including:

- P.D. Garven's *The Genealogy of the Ngai Tahu*;
- R. Halbert's *Horouta. The History of the Horouta Canoe, Gisborne and the East Coast*;
- G.R.H. Taylor's *Bibliography of Publications on New Zealand Maori*, which includes a section on books related to tribal and local Maori history.

The 1886 *Appendix to the Journals of the House of Representatives* (G16) contains Maori census results for 1848, 1853 and 1866, and the Hocken holds a full set (including indexes) of the *Journal of the Polynesian Society* - for Maori in the Moeraki area, volume 3 contains valuable information. Volumes 1-100 1892-1991 are now available online at [www.jps.auckland.ac.nz](http://www.jps.auckland.ac.nz).

### Archives and Manuscripts

James Herries Beattie's manuscripts (ARC-0162) contain original material concerning Southern Maori; and Reverend J.F.H. Wohler's papers (ARC-0418) include useful material concerning the Maori on Ruapuke Island.

### Microform

The *Maori Land Court Minute Books 1865-1975* are held on microfilm. There is an index to the 1865-1910 minute books available electronically on the databases computers in the main reference area. A selection of early Maori newspapers is held on microfiche and microfilm.

### Electronic sources

For those interested in electronic sources the *Maori Subject List* available via the Te Puna Web Directory [http://tepuna.natlib.govt.nz/web\\_directory/mao-subject.htm](http://tepuna.natlib.govt.nz/web_directory/mao-subject.htm) is an excellent starting point.

You can also check our separate guides – *Maori Sources at the Hocken Collections* and *Whakapapa Research at the Hocken Collections* – available online at <http://library.otago.ac.nz/hocken/guides.html> .

## Government Records

The Hocken holds various government publications, including Provincial Government material. *Appendices to the Journals of the House of Representatives* contain annual reports of government departments. There are indexes to these and they are all available in the ready reference collection. *New Zealand Gazettes* include lists of registered doctors, dentists, etc as well as government appointments. They are available and searchable online on the database computers in the reference area for the period 1841-2002. However, for all research into original Government records, including wills, court cases, divorces and coroners reports, enquiries should be directed to Archives New Zealand, Dunedin Regional Office, 556 George Street, Dunedin. Archway, the online catalogue of Archives New Zealand, is available at <http://archway.archives.govt.nz/> .

## Australian Records

The Hocken holds the *Victorian Pioneer Index 1837-1888* and the Births, Deaths and Marriages for Victoria 1889-1913. Victorian electoral rolls for 1856 and 1899 are held on microfiche, as are directories for Melbourne (1857-1883), Port Philip (1839-1867) and Victoria (1884-1900).

The following are available on the databases computers: *South Australian Deaths Registrations 1842-1915*; *South Australian Births Registrations 1842-1906*; *Inquest Index Victoria 1840-1985*; *Death Index Victoria 1921-1985*; *Queensland Pioneers Index 1829-1889*; *Great War Index Victoria 1914-1920*; *New South Wales Pioneers Index 1788-1888*; *Tasmanian Pioneers Index 1803-1899* and Rookwood Cemetery (NSW) transcriptions.

## Photographs

The Photographs Section on the first floor contains images of Otago, its geography, buildings and people. It also includes a large number of photographic portraits of many of the district's early settlers and is very good for photographs of Dunedin streets and suburbs. There is also an index to the *Otago Witness* illustrations. The Pictorial Collections Staff will show you how to use the Reader Access File to find photographs. Services are available for photographic reproduction.

## Maps

These can be found in the publications catalogue or ask staff to help you. They include plans of sub-divisions and Dunedin fire insurance maps (useful for locating specific buildings) as well as topographical maps of specific and general locations. The map collection also includes cadastral maps which can be used to show the location of land your ancestors owned if you know the block and section details.

The Hocken Collections contains a myriad of other sources of genealogical information. If you have any questions, don't hesitate to ask one of us at the Reference Desk and we will do our best to help you.

## Other guides in this series include:

Births, Deaths and Marriages

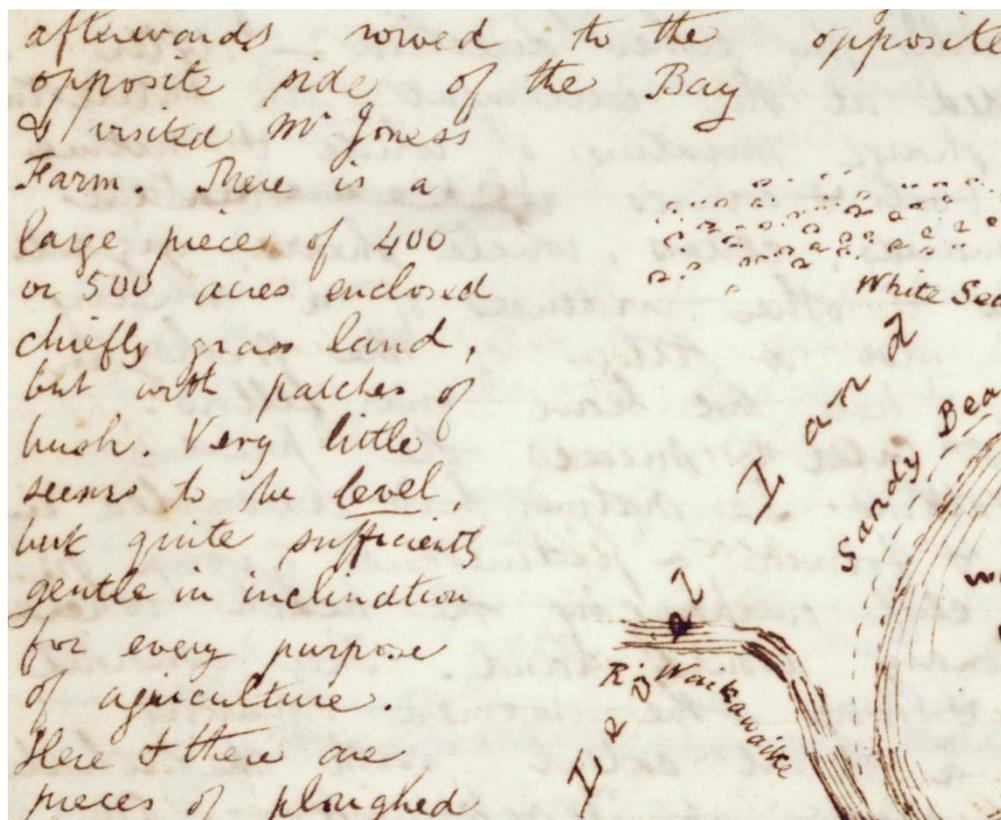
Shipping Records

Occupations

Residences

Education

Internet Sources



Fragment from John Wallis Barnicoat's diary April 1844. Misc-MS-1451/3

Hocken Collections/Te Uare Taoka o Hākena  
Cnr Anzac Ave & Parry Street, PO Box 56, Dunedin  
9058  
Phone 03 479 8868; fax 03 479 5078  
reference.hocken@otago.ac.nz  
<http://www.library.otago.ac.nz/hocken/index.html>

Monday - Friday 9:30am - 5pm  
Tuesday 9.30am - 9pm  
(pictorial collections closed 5pm-9pm)  
Saturday 9am - 12noon