

CITATIONS crib sheet

The description of where you have found a record i.e. the 'Source' is known as a 'Citation', for which many styles and formats exist. The most important thing that we need you to do is to provide enough detail about the record's source, so that someone could find it again.

FORMAT:

Record Type / Country / Location / Date / Name / Record References* / Website or Source

* *Copy these from the information shown on the website for the record.*

EXAMPLES:

1. CIVIL REGISTRATION RECORDS for Births/Marriages/Deaths

Births (England & Wales) District: Carlisle. Q3 1837. CASHLEY, James. Volume 25. Page 39. www.findmypast.co.uk

OR *if you have a copy of the Registration Certificate.*

Births (England & Wales) District: Carlisle. 29 Aug 1837. CASHLEY, James. Certificate held by Member.

2. PARISH RECORDS for Baptisms/Marriages/Burials

Baptisms (England). Chelsea, Middlesex. 13 Mar 1840. CUSHLEY, Jane. Film 2214587. Ref. 319. www.ancestry.co.uk

Burials (England). Henley Road, Reading (Caversham), Berkshire. 1 Dec 1961.. CASHLEY, Charlotte. BerksFHS Burials 13th Edition.

3. CENSUSES, including the 1939 Register

Censuses (England). District: Islington, London. 1881. CASHLEY, John. ED 21. Piece 230. Folio 40. Page 10. www.ancestry.co.uk

(Note: Not all censuses have the same style of references and FindmyPast tends not to include all of the details, so just copy what is there.)

4. OTHER

Newspapers (England). Newcastle Guardian and Tyne Mercury 22 Jul 1854. Marriages. CASHLEY, Peter and LAMMOND, Jane. Page 8. www.findmypast.co.uk

Brown, Gordon. (2022) Conversation with Felix Sadler, 18 Feb. Re: WW2 service record of Brian Sadler, gunner with 2nd Air Division based in Wymondham, Norfolk, England.

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A few of the websites auto-create Citations for you but in most Family Tree Software programs you have to create them yourself. These notes will then give you the format to follow.

As each program handles this in a different way, please ask for help if you need it, by posting questions on the YourTrees Forum. Our volunteer experts will then respond.

