



North Sydney

Heritage Leaflet

GETTING STARTED: Researching people

What do we hold?

The North Sydney Heritage Centre houses a comprehensive research collection of resources documenting North Sydney's social and cultural heritage and staff are available to assist 1-5pm Monday-Saturday. See [Research Family and House History](#) resources on our website for a full list of online resources. Key reference tools to assist you in researching family history include:

- Photographs and portraits
- Books and family histories
- Newspaper articles and notices
- Community archives/personal papers
- Cemetery records
- Oral history interviews
- Births, deaths and marriages indexes
- NSW Supreme Court Probate index (1800-1985)
- Vertical files (e.g. *LH REF VF Biographical Information*)
- Directories (e.g. *Telephone* or *Sands Directory*)
- Colonial Inquest index
- Census
- Electoral rolls

The North Sydney Municipal Council Archives also contain several accessions providing personal information for North Sydney people. Check the following records:

- Building Application Files 1909-1921, 1924-1929
- Rate and Valuation Books 1869-1925/27
- Correspondence Files 1903-1909
- Correspondence Files 1913-1955 (incomplete)
- Minute Books 1869 to date

“How To” books

Before you begin your search and the compilation of your family tree, it is essential to establish a proper method of research and to understand the types of records available in libraries and other repositories. For a complete listing of the Library's holdings of “how to” books consult the Library Catalogue (*webcat*) under the subject heading **genealogy**. Most of these are located at LH REF 929.1 (or 929.1 in the loan collection).

Registers and lists

Check in the North Sydney Heritage Centre for several key family history reference tools including muster lists (LH REF 319.4/319.44), censuses (1828 census on cd-rom/other dates at LH REF 319.44), pioneer registers (LH REF 929.2 or 929.3), 1st, 2nd and 3rd Fleet Families Registers (LH REF 929.1) and Australian Biographical Record series (LH REF 929.3/CAB).

Indexes to births, deaths and marriages

Use the BDM indexes to identify the relevant registration number for the birth, death or marriage certificate which you are tracing. NSW, Queensland, Victoria, South Australia, Western Australia and Tasmanian Indexes to BDM are available to search on the public computer in the North Sydney Heritage Centre. Alternatively, NSW records are searchable at <http://www.bdm.nsw.gov.au/familyHistory/search.htm> and certificates can also be purchased online with a credit card.

Street directories, electoral rolls, telephone directories

The following select list of tools is especially useful for searching names, addresses and occupations:

- NSW Electoral Rolls (commonwealth divisions) (on microfiche 1930-1967). NSW Electoral Rolls (commonwealth divisions) (LH REF 324.94/AUS), NSW Electoral Rolls 1842-1863 (microfiche)
- NSW Telephone Directory 1889-1985 (microfiche)
- Sands Sydney and NSW Directory 1858-1933 (microfiche)
- North Sydney Council Electoral Rolls (LH REF 324.944/NOR)

Cemetery records

Burial registers reveal dates of death, last known address of the interee and, in some cases, with whom the person is buried. Most cemetery records are held in the North Sydney Heritage Centre at shelf number LH REF 929.5. Of particular importance are the **St. Thomas' Cemetery Burial Register** (Index and Partial Monumental Inscriptions) and the **Gore Hill Cemetery** Monumental Inscriptions (in 2 volumes) and compiled biographies at LH REF 929.5. We also have on CD-ROM the **Macquarie Park** and **Rookwood Cemeteries** Indexes.

NSW Supreme Court Probate Index (microfiche)

This index shows the probate packet number, series number, name of deceased, residence at time of death, date of death and legal instrument. Apart from confirming the deceased's address and date of death, the Will itself can supply you with a detailed description of possessions and to whom they are being left. If you note down the details from this microfiche index you can then visit the Supreme Court of NSW and apply via the application form on level 5 for a copy of the Will.

Register of coroners inquests and magisterial inquiries, 1834-1942 (microfiche)

These show district, before whom inquest held, when and where held, date received, name of deceased, finding and date death certificate required. The later registers also record age of deceased, locality of birth, locality of death, and cash or property owned at the time of death. Though the registers can sometimes provide additional information, they usually reflect information indicated on a standard death certificate.

Access and handling of material

The Vertical Files (LH REF VF) are located in locked filing cabinets. The microfiche/microfilm resources are available on open access in boxes above the microfilm cabinets to the right of the entrance door. Books and published reports (LH REF) are on the open shelves.

Please ask at the Information Desk in the North Sydney Heritage Centre for information resources held in locked cabinets, 1-5 pm Monday to Saturday. Outside these times please ask at the Information Desk on the ground floor.

Copying

Material in the North Sydney Heritage Centre collections is for reference use only and cannot be borrowed. Photocopies or scans can be made only with the permission of the Historical Services Staff.

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