

WHITTIER AREA GENEALOGICAL SOCIETY (WAGS)

Instructions for filling out the ANCESTOR SURNAME DATABASE FORM

WAGS members now have an opportunity to place their ancestors' surnames on the WAGS webpage. As a result, your listed surnames on the Internet will have worldwide exposure.

If you are willing to be contacted by email by people who may be interested in your surnames, please read the instructions and fill out the Surname Data Base Form on the back side of this sheet.

This is the format to be followed; the Lockwood name is an example:

1	2	3	4	5	6	7	8
Ancestor LN	Ancestor FN	From	To	Migration	Spouse LN	Spouse FN	Contact
Lockwood	Gershom	1643*	1718*	MA>CT>NY	Millington	Ann	KR

Instructions:

1. Only the names of a member's direct line ancestors are to be submitted.
2. No names of living relatives are to be submitted.
3. Fill out as much of the required information as possible. If any of the information is not known, put in a question mark (?).
 - Column 1: List the ancestor's last name (LN). If a female, use the maiden name.
 - Column 2: List the ancestor's first name (FN) and initial of middle name, if known.
 - Column 3: List the first known year your ancestor was alive. If the year is the year he/she was born, put an asterisk (*) by the year.
 - Column 4: List the year your ancestor died or the last year you have information. If the year is the year he/she died, put an asterisk (*) by the year.
 - Column 5: List the state/country localities where your ancestor lived in chronological order: i.e. MA>CT>NY with a greater than sign (>) between the states/countries.
 - Column 6: List the maiden name, if female, of the spouse of the ancestor; if male, list the surname.
 - Column 7: List the first name of the spouse of the ancestor.
 - Column 8: List your initials (no more than 3). These will link to your email address.

At the bottom of the form, please include your name, phone number, email address, and if you are interested even though you do not have email. If you need more forms, please duplicate the form.

4. Submit the completed form(s) to the WAGS Research Director, Duane Benell.
5. If you have pedigree charts for the submitted names, please submit a copy.
6. Duane will check your material and contact you if any information is not clear or legible.
7. After the initial check, the information will be submitted to Ray Ristic who will place the information in a database. The information will then be placed on the WAGS webpage.
8. Once the information is placed on the web page, you will be informed so that you can check the information.
9. If you have any questions, please email Ray Ristic at nerak2000@earthlink.net, or Duane Benell at DandMBenell@earthlink.net.
10. The WAGS webpage is <http://www.cagenweb.com/kr/wags>.
(over for the form)