



# LOCAL HISTORY

## BUILDING YOUR FAMILY TREE







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Whether you are just beginning to explore your family history, or can't quite solve a family mystery, our Local History and Genealogy Department is here to help with your family tree.

Visit us anytime during open Main Library hours, call 419.259.5233, or fill out the form at [toledolibrary.org/localhistory](http://toledolibrary.org/localhistory) to schedule a one-to-one research assistance session. To make the most of your visit, please bring any documents you might have as outlined in *Step 3 - Documentation*.

The steps below will guide you in your journey to more fully understand your family history and genealogy.

## STEP 1 - INTERVIEWS

## STEP 2 - ANCESTRAL CHART

## STEP 3 - DOCUMENTATION

## STEP 4 - DEEP DIVE

## STEP 5 - GET SUPPORT



The golden rule of genealogy is to start with yourself and work back.

# STEP 1 - INTERVIEWS

Talk to your parents, grandparents, great-grandparents, aunts and uncles, and anyone in your family older than you. Use the questions below to guide your conversation and record the answers as you go.

What is your full name?

\_\_\_\_\_

When and where were you born?

\_\_\_\_\_

Where did you grow up?

\_\_\_\_\_

When and where were you married?

\_\_\_\_\_

Whom did you marry? What is their name?

\_\_\_\_\_

When and where were they born?

\_\_\_\_\_

How many children did you have?

\_\_\_\_\_

What are their names?

\_\_\_\_\_

\_\_\_\_\_

What were your parents' full names?

\_\_\_\_\_

\_\_\_\_\_

When and where were they born?

\_\_\_\_\_

\_\_\_\_\_

Where did your parents grow up?

\_\_\_\_\_

When and where were they married?

\_\_\_\_\_

What do you know about your grandparents?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do you have any family holy books, papers, or family photographs?

\_\_\_\_\_

If so, what are their locations?

\_\_\_\_\_

Do you have dates for any deaths of people listed above?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_


\_\_\_\_\_


In addition to writing the answers, we suggest recording the conversation and keeping the recording. Always ask permission first to record the conversation.


## STEP 2 - ANCESTRAL CHART


Begin filling out this Ancestral Chart with the information you collected. Be sure to fill in as many dates for births, marriages and deaths as you can. If you do not have exact dates, pencil in the approximate dates (ex., died 1870-1880, or born about 1908.)


### Chart 1


	NAME:
	BORN: _____
	PLACE: _____
	MARRIED: _____
YOU	PLACE: _____


	<b>NAME OF SPOUSE:</b>
	BORN: _____
	PLACE: _____
	DECEASED?: _____
	PLACE: _____ <i>(If applicable)</i>


	NAME:
	BORN: _____
	PLACE: _____
	MARRIED: _____
	PLACE: _____
	DECEASED?: _____
PLACE: _____ <i>(If applicable)</i>	

	NAME: _____
	BORN: _____
	PLACE: _____
	DECEASED?: _____
	PLACE: _____ (If applicable)

GRANDFATHER	
	<b>NAME:</b>
	BORN: _____
	PLACE: _____
	MARRIED: _____
	PLACE: _____
	DECEASED?: _____
	PLACE: _____
	<i>(If applicable)</i>

GRANDMOTHER	
	<b>NAME:</b>
	BORN: _____
	PLACE: _____
	DECEASED?: _____
	PLACE: _____
	<i>(If applicable)</i>

	NAME:
	BORN: _____
	PLACE: _____
	MARRIED: _____
	PLACE: _____
<b>GRANDFATHER</b>	DECEASED?: _____
	PLACE: _____
	(If applicable)

<b>GRANDMOTHER</b>		<b>NAME:</b>
		BORN: _____
		PLACE: _____
		DECEASED?: _____
		PLACE: _____ (If applicable)

— CONTINUE ON CHART # \_\_\_\_\_

- CONTINUE ON CHART # \_\_\_\_\_

CONTINUE ON CHART # \_\_\_\_\_

- CONTINUE ON CHART #\_\_\_\_\_

— CONTINUE ON CHART #\_\_\_\_\_

CONTINUE ON CHART # \_\_\_\_\_

CONTINUE ON CHART # \_\_\_\_\_

CONTINUE ON CHART # \_\_\_\_\_

Extra ancestral charts are included in this folder. Be sure to number the charts as you go.

## STEP 3 - DOCUMENTATION

Begin collecting copies of death and birth certificates and marriage licenses based on the state and county in which the record was created. The best place to begin is a state's health department website as most allow you to request these documents online or by phone. However, be prepared to pay fees as all states charge for copies of death and birth certificates and marriage licenses. We can help you identify the correct state website if you need assistance. The Local History and Genealogy Department does have some records for Lucas County, so ask us for help with Lucas County records before you request those through the state.

## STEP 4 - DEEP DIVE

Visit our Local History and Genealogy Department to start a deeper dive. We can connect you with Genealogy books and research materials that will help your family history come alive. Plan to spend at least an hour (or more!) with us as none of our materials are able to be checked out.

We also have a number of special free Library Genealogy electronic resources that you can access with your Library card number and PIN:






- **African American Heritage**
- **America's Historical Newspapers**
- **American Ancestors** (available only at Main Library)
- **Ancestry** – Library Edition
- **Black Life in America**
- **Familysearch.org**
- **Fold3**
- **Heritage Hub**
- **Heritage Quest**
- **Hispanic Life in America**
- **Newspaper Archive**
- **Newspapers.com** (World Collection)
- **Reference Solutions**
- **Sanborn Maps**
- **Toledo Blade** (1997-present – text only)
- **Toledo Blade Obituary Index**

## STEP 5 - GET SUPPORT

The Genealogy community is an enthusiastic group always willing to lend a hand. Consider membership in one of the local organizations listed on the supplied insert page.

## ANCESTRAL CHART (EXTRA)

Chart # \_\_\_\_\_

 <b>NAME:</b> BORN: _____ PLACE: _____ MARRIED: _____ PLACE: _____ DECEASED?: _____ PLACE: _____ (If applicable)	BORN: _____ PLACE: _____ MARRIED: _____ PLACE: _____ DECEASED?: _____ PLACE: _____ (If applicable)	_____ CONTINUE ON CHART # _____ _____	
	 <b>NAME:</b> BORN: _____ PLACE: _____ DECEASED?: _____ PLACE: _____ (If applicable)	_____ CONTINUE ON CHART # _____ _____	
	 <b>NAME:</b> BORN: _____ PLACE: _____ DECEASED?: _____ PLACE: _____ (If applicable)	 <b>NAME:</b> BORN: _____ PLACE: _____ MARRIED: _____ PLACE: _____ DECEASED?: _____ PLACE: _____ (If applicable)	_____ CONTINUE ON CHART # _____ _____
	 <b>NAME:</b> BORN: _____ PLACE: _____ DECEASED?: _____ PLACE: _____ (If applicable)	_____ CONTINUE ON CHART # _____ _____	



INTERVIEW SHEET (EXTRA)

Talk to your parents, grandparents, great-grandparents, aunts and uncles, and anyone in your family older than you. Use the questions below to guide your conversation and record the answers as you go.

What is your full name?	What were your parents’ full names?
<div></div>	<div></div>
When and where were you born?	
<div></div>	When and where were they born?
	<div></div>
Where did you grow up?	
<div></div>	
When and where were you married?	Where did they grow up?
<div></div>	<div></div>
Whom did you marry? What is their name?	
<div></div>	When and where were they married?
	<div></div>
When and where were they born?	
<div></div>	What do you know about your grandparents?
	<div></div>
How many children did you have?	
<div></div>	
What are their names?	
<div></div>	
Do you have any family holy books, papers or family photographs?	Do you have dates for any deaths of people listed above?
<div></div>	<div></div>
	<div></div>
If so, what are their locations?	<div></div>
<div></div>	<div></div>



DEEP DIVE

There are also a number of external website resources that you may find helpful. (Some of these sites require fees, indicated by \$)

GENERAL

Access Genealogy  
[accessgenealogy.com](#)

Archives.com (\$)  
[archives.com](#)

Cyndi’s List  
[cyndislist.com](#)

Family Genealogy & History Internet Education Directory  
[academic-genealogy.com](#)

Family Search  
[familysearch.org](#)

Find My Past (\$)  
[findmypast.co.uk](#)

GeneaNet (\$)  
[geneanet.org](#)

My Heritage (\$)  
[myheritage.com](#)

My Trees.com (\$)  
[mytrees.com](#)

Olive Tree Genealogy  
[olivetreegenealogy.com](#)

Random Acts of Genealogical Kindness  
[raogk.org](#)

RootsWeb  
[rootsweb.com](#)

Steve Morse  
[stevemorse.org](#)

U.S. Gen Web  
[usgenweb.org](#)

We Relate  
[werelate.org](#)

WorldGenWeb  
[worldgenweb.org](#)

OHIO

Cleveland Public Library Necrology  
[cpl.org/newsindex](#)

Hayes Presidential Library obit index  
[rbhayes.org/main/ohio-obituary-index](#)

Ohio Department of Health  
[odh.ohio.gov/](#)

Ohio Genealogical Society (\$)  
[ogs.org](#)

OHGenWeb  
[ohgenweb.org](#)

Ohio History Connection  
[ohiohistory.org](#)

Ohio in the Civil War  
[ohiocivilwar.com](#)

Ohio Memory Project  
[ohiomemory.org](#)

IMMIGRATION

Castle Garden  
[familysearch.org](#)

Ellis Island  
[libertyellisfoundation.org](#)

Passenger lists  
[stevemorse.org](#)

The Ships List  
[theshipslist.com](#)

LAND RECORDS

Bureau of Land Management  
[glorerecords.blm.gov](#)

LIBRARIES

Allen County Public Library  
[genealogycenter.org](#)

National Archives  
[archives.gov/research/genealogy](#)

LINEAGE SOCIETIES

Daughters of the American Revolution  
[dar.org](#)

Mayflower Descendants  
[themayflowersociety.org](#)

MAPS

David Rumsey Maps  
[davidrumsey.com](#)

Global Gazetteer  
[fallingrain.com/world](#)

Google Maps  
[maps.google.com](#)

Kent State University Ohio Sanborn Maps  
[oaks.kent.edu/sanborn](#)

Library of Congress US Sanborn Maps  
[loc.gov/rr/geogmap/sanborn](#)

LUCAS COUNTY

Toledo’s Attic  
[toledosattic.org](#)

Lucas County Auditor  
[www.co.lucas.oh.us](#)

CEMETERIES

Billion Graves  
[billiongraves.com](#)

Find a Grave  
[findagrave.com](#)

Interment.net  
[www.interment.net](#)

Toledo State Hospital Cemetery  
[toledostatehospitalcemetery.org](#)

continue →

DEEP DIVE (continued)

USGS Mapping Information <a href="https://usgs.gov/programs/national-geospatial-program/topographic-maps">usgs.gov/programs/national-geospatial-program/topographic-maps</a>	Polish <a href="https://pgsa.org">pgsa.org</a> <a href="https://polishroots.com">polishroots.com</a>
MILITARY	French <a href="https://en.filae.com">en.filae.com</a>
American Battle Monuments Commission <a href="https://abmc.gov/">abmc.gov/</a>	German <a href="https://palam.org">palam.org</a> <a href="https://germanroots.com">germanroots.com</a>
Civil War Soldiers and Sailors Database <a href="https://nps.gov/civilwar/soldiers-and-sailors-database.htm">nps.gov/civilwar/soldiers-and-sailors-database.htm</a>	Irish <a href="https://irishgenealogy.ie/en">irishgenealogy.ie/en</a> <a href="https://irelandgenweb.com">irelandgenweb.com</a>
NEWSPAPERS	Jewish <a href="https://jewishgen.org">jewishgen.org</a> <a href="https://cjh.org/family/genealogyrecords.cfm">cjh.org/family/genealogyrecords.cfm</a>
Chronicling of America <a href="https://loc.gov/chroniclingamerica">loc.gov/chroniclingamerica</a>	Native American <a href="https://indians.org">indians.org</a> <a href="https://accessgenealogy.com/native-american">accessgenealogy.com/native-american</a>
Google News Archives <a href="https://news.google.com/newspapers">news.google.com/newspapers</a> (Blade, Newsbee and other cities)	Scottish <a href="https://scotlandspeople.gov.uk">scotlandspeople.gov.uk</a> (Free to view)
Newspaper abstracts (\$) <a href="https://newspaperabstracts.com">newspaperabstracts.com</a>	Spanish <a href="https://forebears.io/spain">forebears.io/spain</a>
Newspapers.com Publisher Extra(\$) <a href="https://newspapers.com">newspapers.com</a>	
PEOPLE FINDERS	
Fast People Search <a href="https://fastpeoplesearch.com">fastpeoplesearch.com</a>	
Search Systems Public Records Locator <a href="https://searchsystems.net">searchsystems.net</a>	
Vital Records <a href="https://vitalrecordsus.com">vitalrecordsus.com</a>	
ETHNICITY	
African American <a href="https://afrigeneas.org">afrigeneas.org</a>	
British Isles <a href="https://genuki.org.uk">genuki.org.uk</a>	
Canadian <a href="https://library-archives.canada.ca/eng">library-archives.canada.ca/eng</a>	
Eastern European <a href="https://feefhs.org">feefhs.org</a>	
Hungarian <a href="https://www.bogardi.com">www.bogardi.com</a>	

GET SUPPORT

The Genealogy community is an enthusiastic group always willing to lend a hand. Consider membership in one or more of these fine local organizations:


JOURNEY – TOLEDO’S AFRICAN AMERICAN GENEALOGY GROUP	TOLEDO POLISH GENEALOGICAL SOCIETY
Meetings: 2nd Saturday of each month Sept. – June   1 – 3 p.m. 1326 Collingwood Blvd., Toledo Website: <a href="https://journeytoledo.wordpress.com/">https://journeytoledo.wordpress.com/</a> Dues: Free Contact: email: <a href="mailto:gfrank1040@bex.net">gfrank1040@bex.net</a>	Meetings: 3rd Saturday of each month Sept. – June   10 a.m. – noon St. Michael’s School, intersection of Sandusky and Chase Website: <a href="https://www.toledopgs.com/">https://www.toledopgs.com/</a> Dues: \$20 per person or \$25 per family
LUCAS COUNTY CHAPTER, OHIO GENEALOGICAL SOCIETY	GENEALOGICAL SOCIETY OF MONROE COUNTY, MICHIGAN INC.
Meetings: 3rd Saturday of each month Feb. – Nov.   2 p.m. TLCPL Main Library, Glass Meeting Room Publications: Fort Industry Reflections (quarterly newsletter) and various books Website: <a href="http://lucasogs.org/">http://lucasogs.org/</a> Special programs: First Families of Lucas County, First Families of Ohio, Ohio Genealogical Society Convention Dues: \$15 per person or \$20 per family annually Contact: Submit information request at <a href="http://lucasogs.org/">http://lucasogs.org/</a>	Meetings: 1st Saturday of each month Sept. – June   1 p.m. Monroe County Community College, 1555 S. Raisinville Road, Monroe, Mich. Publications: G.S.M.C.Record, quarterly newsletter Website: <a href="http://gsmcmi.org/">http://gsmcmi.org/</a> Special programs: Annual spring seminar Dues: \$15 individual or family annually Contact: GSMC, P.O. Box 1428, Monroe, MI. 48161-6428 or <a href="mailto:gsmcmi@gsmcmi.org">gsmcmi@gsmcmi.org</a>





**Documenting your family history** helps to keep memories alive and allows each generation to have an idea of who they are and where they come from.

The Local History and Genealogy Department

 419.259.5233

 email - [local.history@toledolibrary.org](mailto:local.history@toledolibrary.org)

 [toledolibrary.org/localhistory](http://toledolibrary.org/localhistory)

 Toledo Lucas County Public Library  
325 Michigan Street  
Toledo, OH 43604

