



The Pickaway County Historical  
& Genealogical Society

First Families - Application

Date Received \_\_\_\_\_

Fee paid \_\_\_\_\_

Check Number \_\_\_\_\_

Membership Year \_\_\_\_\_

**Instruction to Applicants**

Please read the First Family Rules and Application Procedures before completing this application. Do not write in shaded areas. List your main ancestral line on pages 2, 3, and 4, beginning with yourself as #1. Type or hand print all information. On the separate Document List page, list documents that accompany the application. Write specific document number(s) at the end of each application line to indicate source(s) of information. A typed, numbered list of source documents may be substituted for the Document List page. Sign and date page 4 of the application.

Please include a 5-generation chart.

Any new or supplementary application must be for a current member of the Pickaway County Historical & Genealogical Society, a non-refundable \$50 application fee must accompany the application. There is a \$20 fee for supplemental applications. This application and accompanying documents become the property of the Pickaway County Historical & Genealogical Society. Mail application(s) and fees to: The Pickaway County Historical & Genealogical Society 210 N Court St., Circleville, Ohio 43113 Attn: First Families

Applicant's Name \_\_\_\_\_  
Given Middle Maiden Surname

Street Address \_\_\_\_\_

Town, State, +4 Zip Code \_\_\_\_\_ County \_\_\_\_\_

E-mail Address \_\_\_\_\_ Telephone Number \_\_\_\_\_

If this is a supplement application, write your First Families member number \_\_\_\_\_

Ancestor who resided in Pickaway County, Ohio by 31 December 1830	Year First Resided in Pickaway Co., Ohio & Doc. #	Approved	FFPCO
Approved by			
First Families of Pickaway Co., OH Chairperson	Date accepted		FFPCO member #

**First Families** - **Application**

1. I, _____	_____	_____	_____
	<small>First</small>	<small>Middle and / or Maiden Name</small>	<small>Doc. #</small>
was born on _____	_____	_____	_____
		<small>City/County/ State</small>	<small>Doc. #</small>
married to _____	_____	_____	_____
		<small>City/County/ State</small>	<small>Doc. #</small>
divorced on _____	_____	_____	_____
		<small>City/County/ State</small>	<small>Doc. #</small>
married to _____	_____	_____	_____
		<small>City/County/ State</small>	<small>Doc. #</small>
born on _____	_____	_____	_____
		<small>City/County/ State</small>	<small>Doc. #</small>
died on _____	_____	_____	_____
		<small>City/County/ State</small>	<small>Doc. #</small>

2. I am the child of _____	_____	_____	_____
			<small>Doc. #</small>
born on _____	_____	_____	_____
		<small>City/County/ State</small>	<small>Doc. #</small>
died on _____	_____	_____	_____
		<small>City/County/ State</small>	<small>Doc. #</small>
and spouse _____	_____	_____	_____
			<small>Doc. #</small>
born on _____	_____	_____	_____
		<small>City/County/ State</small>	<small>Doc. #</small>
died on _____	_____	_____	_____
		<small>City/County/ State</small>	<small>Doc. #</small>
married to _____	_____	_____	_____
		<small>City/County/ State</small>	<small>Doc. #</small>

3. The said _____ is the ___son ___daughter	_____	_____	_____
			<small>Doc. #</small>
of _____	_____	_____	_____
			<small>Doc. #</small>
born on _____	_____	_____	_____
		<small>City/County/ State</small>	<small>Doc. #</small>
died on _____	_____	_____	_____
		<small>City/County/ State</small>	<small>Doc. #</small>
and spouse _____	_____	_____	_____
			<small>Doc. #</small>
born on _____	_____	_____	_____
		<small>City/County/ State</small>	<small>Doc. #</small>
died on _____	_____	_____	_____
		<small>City/County/ State</small>	<small>Doc. #</small>
married to _____	_____	_____	_____
		<small>City/County/ State</small>	<small>Doc. #</small>

4. The said _____ is the ___son ___daughter	_____	_____	_____
			<small>Doc. #</small>
of _____	_____	_____	_____
			<small>Doc. #</small>
born on _____	_____	_____	_____
		<small>City/County/ State</small>	<small>Doc. #</small>
died on _____	_____	_____	_____
		<small>City/County/ State</small>	<small>Doc. #</small>
and spouse _____	_____	_____	_____
			<small>Doc. #</small>
born on _____	_____	_____	_____
		<small>City/County/ State</small>	<small>Doc. #</small>
died on _____	_____	_____	_____
		<small>City/County/ State</small>	<small>Doc. #</small>
married to _____	_____	_____	_____
		<small>City/County/ State</small>	<small>Doc. #</small>

5. The said \_\_\_\_\_ is the \_\_ son \_\_\_ daughter \_\_\_\_\_  
of \_\_\_\_\_  
born on \_\_\_\_\_ at \_\_\_\_\_  
City/County/ State  
died on \_\_\_\_\_ at \_\_\_\_\_  
City/County/ State  
and spouse \_\_\_\_\_  
born on \_\_\_\_\_ at \_\_\_\_\_  
City/County/ State  
died on \_\_\_\_\_ at \_\_\_\_\_  
City/County/ State  
married to \_\_\_\_\_ at \_\_\_\_\_  
City/County/ State

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Doc. #  
\_\_\_\_\_  
Doc. #

6. The said \_\_\_\_\_ is the \_\_ son \_\_\_ daughter \_\_\_\_\_  
of \_\_\_\_\_  
born on \_\_\_\_\_ at \_\_\_\_\_  
City/County/ State  
died on \_\_\_\_\_ at \_\_\_\_\_  
City/County/ State  
and spouse \_\_\_\_\_  
born on \_\_\_\_\_ at \_\_\_\_\_  
City/County/ State  
died on \_\_\_\_\_ at \_\_\_\_\_  
City/County/ State  
married to \_\_\_\_\_ at \_\_\_\_\_  
City/County/ State

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Doc. #

7. The said \_\_\_\_\_ is the \_\_ son \_\_\_ daughter \_\_\_\_\_  
of \_\_\_\_\_  
born on \_\_\_\_\_ at \_\_\_\_\_  
City/County/ State  
died on \_\_\_\_\_ at \_\_\_\_\_  
City/County/ State  
and spouse \_\_\_\_\_  
born on \_\_\_\_\_ at \_\_\_\_\_  
City/County/ State  
died on \_\_\_\_\_ at \_\_\_\_\_  
City/County/ State  
married to \_\_\_\_\_ at \_\_\_\_\_  
City/County/ State

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Doc. #

8. The said \_\_\_\_\_ is the \_\_ son \_\_\_ daughter \_\_\_\_\_  
of \_\_\_\_\_  
born on \_\_\_\_\_ at \_\_\_\_\_  
City/County/ State  
died on \_\_\_\_\_ at \_\_\_\_\_  
City/County/ State  
and spouse \_\_\_\_\_  
born on \_\_\_\_\_ at \_\_\_\_\_  
City/County/ State  
died on \_\_\_\_\_ at \_\_\_\_\_  
City/County/ State  
married to \_\_\_\_\_ at \_\_\_\_\_  
City/County/ State

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Doc. #

**First Families - Application**

If needed, use the spaces below to add additional generations. Please write the number of the appropriate generation on the space provided before each generation.

The said \_\_\_\_\_ is the \_\_\_ son \_\_\_ daughter \_\_\_\_\_  
of \_\_\_\_\_ Doc. # \_\_\_\_\_  
born on \_\_\_\_\_ at \_\_\_\_\_ Doc. # \_\_\_\_\_  
\_\_\_\_\_ City/County/ State \_\_\_\_\_  
died on \_\_\_\_\_ at \_\_\_\_\_ Doc. # \_\_\_\_\_  
\_\_\_\_\_ City/County/ State \_\_\_\_\_  
and spouse \_\_\_\_\_ Doc. # \_\_\_\_\_  
born on \_\_\_\_\_ at \_\_\_\_\_ Doc. # \_\_\_\_\_  
\_\_\_\_\_ City/County/ State \_\_\_\_\_  
died on \_\_\_\_\_ at \_\_\_\_\_ Doc. # \_\_\_\_\_  
\_\_\_\_\_ City/County/ State \_\_\_\_\_  
married to \_\_\_\_\_ at \_\_\_\_\_ Doc. # \_\_\_\_\_  
\_\_\_\_\_ City/County/ State \_\_\_\_\_

The said \_\_\_\_\_ is the \_\_\_ son \_\_\_ daughter \_\_\_\_\_  
of \_\_\_\_\_ Doc. # \_\_\_\_\_  
born on \_\_\_\_\_ at \_\_\_\_\_ Doc. # \_\_\_\_\_  
\_\_\_\_\_ City/County/ State \_\_\_\_\_  
died on \_\_\_\_\_ at \_\_\_\_\_ Doc. # \_\_\_\_\_  
\_\_\_\_\_ City/County/ State \_\_\_\_\_  
and spouse \_\_\_\_\_ Doc. # \_\_\_\_\_  
born on \_\_\_\_\_ at \_\_\_\_\_ Doc. # \_\_\_\_\_  
\_\_\_\_\_ City/County/ State \_\_\_\_\_  
died on \_\_\_\_\_ at \_\_\_\_\_ Doc. # \_\_\_\_\_  
\_\_\_\_\_ City/County/ State \_\_\_\_\_  
married to \_\_\_\_\_ at \_\_\_\_\_ Doc. # \_\_\_\_\_  
\_\_\_\_\_ City/County/ State \_\_\_\_\_

The said \_\_\_\_\_ is the \_\_\_ son \_\_\_ daughter \_\_\_\_\_  
of \_\_\_\_\_ Doc. # \_\_\_\_\_  
born on \_\_\_\_\_ at \_\_\_\_\_ Doc. # \_\_\_\_\_  
\_\_\_\_\_ City/County/ State \_\_\_\_\_  
died on \_\_\_\_\_ at \_\_\_\_\_ Doc. # \_\_\_\_\_  
\_\_\_\_\_ City/County/ State \_\_\_\_\_  
and spouse \_\_\_\_\_ Doc. # \_\_\_\_\_  
born on \_\_\_\_\_ at \_\_\_\_\_ Doc. # \_\_\_\_\_  
\_\_\_\_\_ City/County/ State \_\_\_\_\_  
died on \_\_\_\_\_ at \_\_\_\_\_ Doc. # \_\_\_\_\_  
\_\_\_\_\_ City/County/ State \_\_\_\_\_  
married to \_\_\_\_\_ at \_\_\_\_\_ Doc. # \_\_\_\_\_  
\_\_\_\_\_ City/County/ State \_\_\_\_\_

**Certification**

I, \_\_\_\_\_, do hereby swear/attest that the statements set forth in this application are true to the best of my knowledge and belief.

**Signature of Applicant** \_\_\_\_\_ **Date** \_\_\_\_\_

(This application may be signed and submitted by the person who has researched and compiled the lineage for the applicant.)

## **First Families of Pickaway County, Ohio Objective**

The prime objective of this organization is to identify and honor the first families of Pickaway County, Ohio. In doing so we hope to make known their influence on the community that they helped develop by illuminating their societal contributions, which includes the leaving of descendants.

### **Membership Requirements**

Any member of the Pickaway County Historical & Genealogical Society proving that they are a direct descendant of an individual(s) for:

*The First Families of Pickaway County, Ohio*, will comprise members who are direct descendants of persons who resided in Pickaway County by December 31, 1830.

A fee of \$50.00 for the first application on one ancestor which the applicant wishes to prove; sufficient proof of descent; and a five generation chart, showing the name(s) of the ancestor claimed, must be submitted along with this application. Subsequent applications require a fee of \$20.00 for each ancestor proven.

A brief biographical sketch for each settler claimed would also be appreciated, but is optional. Such a sketch could include the following items: the person's occupation, residence, church and school affiliations, political and civic activities, migration pathway, interesting family stories, physical description and any other details that would develop a better image of this person and their lifestyle. Also include an autobiography. With new histories not being written, this might be your only chance for posterity.

Applicants who have had their descent approved will be honored at the First Families Annual Banquet and will be presented a membership certificate. Honored applicants will receive their first year dinner free. Biographical sketches and/or charts may be published in [The Pickaway Quarterly](#).

### **Application Instructions**

1. Please type or hand print (use dark blue or black ink) all known information within the spaces provided. We realize that you may not have all the required information to fill in every blank. However, please try to complete the blank with as much information as known.
2. Do not send original documents as they will not be returned.
3. For military service evidence, do not submit the entire file. Include only those documents necessary to prove service.
4. Organize evidence documents by generation, according to your pedigree chart, before beginning to number them. Number each piece of evidence in the upper right-hand corner according to its corresponding number on the Document List page (this may be computer or typewriter generated). All submitted documents must be identified in this list.
5. In each generation, the vital information for the male always should be written first and the information for the female second, no matter which ancestral line(s) you are following in the application.
6. Proof of residency may be provided using any of the following documents in addition to tax records and poll lists. Be sure to include a complete reference (volume, page, year, type of record, & location) for each document submitted. When submitting proof taken from a book, enclose a copy of the original information and a copy of the title page of the book from which it came. Copies of original documents should be photocopied. Hand copied or typewritten copies must be certified as "True copies" by an official of the courthouse, library or office where the data was found.
7. Name changes through marriage within a line of descent should be well documented. Marriage records are usually the best means of proof in such instances.
8. Dates should be written in day, month and year format, i.e. 12 May 2006.
9. List and submit documentation for as many spouses as possible, even if they are not in the ancestral line(s) you are following in the application.
10. All females must be identified by their maiden names in order to be approved. Exceptions are made only in the case of African Americans and native Americans, and only when such ethnicity and lack of surname is proved.
11. Married applicants must include records for their marriage and for their spouse's birth (and death, if applicable).
12. Each legal name change for anyone listed on the application must be documented.
13. Because all applications will be stored in legal size file folders and will be microfilmed or digitized for use by future researchers, please follow these directions for preparing evidence documents:
  - Try to make all documents letter sized (8 ½ x 11). If an item is small, please re-copy it onto letter size paper so it does not become lost. Larger documents should be folded to fit.
  - Do not use highlighter, staples, tape of any kind, white-out products, gummed labels, sheet protectors, or binders. Paper or binder clips are acceptable as are sticky notes but will be removed before application is filed.
  - To indicate specific evidence in difficult-to-read document photocopies, use a red pen or pencil to mark an arrow in the margin of the document or use a blue, non-photocopying pencil to underline. These pencils are available at hobby and art supply stores.

- All documents submitted must have the applicant's name and address on the back. Do not use gummed labels. Print, type or use a computer to print this information on each document. An inked address stamp is acceptable.
14. If an ancestor has been previously proved by another individual, the applicant may submit evidence only to the nearest common ancestor. Include the name and member number of the appropriate lineage society member. If you need documentation from or a copy of the member's application please follow library copy service guidelines.
  15. We recommend that applicants keep photocopies of the application and all accompanying documents.

It is necessary to prove each step of descent by submitting copies of various supporting documents (see helpful hints). For filing purposes, do not submit application and proof of descent in a three-ring notebook. After completion, mail the application form, fee and five generation chart, along with all supporting documents to the mailing address.

### Helpful Hints

All proof of descent should be sufficient to clearly demonstrate that the applicant is indeed directly descended from the ancestor(s) named on page one of the application form. Acceptable forms of proof are as follows:

Birth Records	Death records	Marriage records
Wills & administrations/Estate Records	Guardianships	Land records
Military pension applications	Church and Bible records	Cemetery records
County histories	Family genealogies (written over 50 yrs ago)	Census records
Newspaper clippings		

All evidence submitted will become the property of PCHGS.

### Evidence Citation

**ALL DOCUMENTS MUST INCLUDE A FULL CITATION TO THE ORIGINAL SOURCE.** This requirement is true for electronic format, internet and traditional source documents, Other researchers should be able to use the citations to find the document themselves. Citations may be written in any accessible location on the front of the photocopy or you may include a photocopy of the title page showing all bibliographic information. Some citation requirements:

- Court Documents: Give state, county, volume and page number.
- Books and other published works: Give all bibliographical information (author/editor, title, publisher, city of publication, page number, and copyright date).
- Compiled Military Service Record (CMSR): List soldier's name, unit, state and repository where the record is stored (NARA, state archives, etc.). If the record is on microfilm, cite publication and roll numbers.
- Pension File: List soldier's name (or widow's or other dependent's name if filed by other than the soldier) and certificate number.
- Other Military Records: Give all identifying information such as packet number, publication series and, if on microfilm, roll number. Cite repository. Include any additional pertinent citation information.
- Family Bible Pages: Must be accompanied by a photocopy (or True Copy transcription; see #3 above) of the Bible's title page and of any section showing the publication date of the Bible. Bibles must be contemporary with the information they prove Please list the Bible's provenance and the current owner.
- Family Records: Old family papers may be accepted if the provenance of the family papers is stated and the application contains other documents that support the information these papers prove.
- Census Photocopies: Must show, or have written on the front of the copy, all necessary finding information, i.e. town, county, state, year and date of census. Please do not send census summaries typically found on such sites as Ancestry. Reviewers need to see the original census page. In some cases, photocopies from census books, done by reputable organizations such as local genealogical societies, may be substituted.
- Photographs must be identified, preferably on the back side.
- Tombstone Photographs: Must be identified by cemetery name and location. If the tombstone is not legible, a written transcription must be included.
- Newspaper Articles and Obituaries: Should show the name and city of the newspaper and the date and page of publication. If the newspaper item has been clipped out and no identifying information exists, please state the provenance of the clipping, e.g. "My grandmother saved these in an old shoebox and gave them to me in 1957."
- If the document is copied from microfilm, add the microfilm number and the repository where you used the microfilm.
- Internet Documents: If the document was obtained from an internet web site, you must cite the original source as per the above list and must list the web site name, URL and date of access. Please do not copy and paste a long web address leading to a specific document. Citing the web site name, URL and date of access is sufficient for future researchers to find the same document later.
- Electronic Format Publications: Cite as if it were the printed copy of the publication but include the web page URL and date accessed or the title and other bibliographic information for the CD (or other media storage) publication.

## Evidence Types

1. Vital statistics, courthouse or other government records, and church records usually are considered excellent evidence documents. Other evidence such as Bible records, diaries or letters, censuses, newspaper clippings, county histories and family records contemporary to the facts reported are considered as corroborating evidence.
2. Proof of military service can be found in enlistment, discharge, pension, Compiled Military Service Records, or other Federal, Confederate or state government documents.
3. Oral, written, or published family traditions may be in error and cannot be accepted as evidence.
4. Printed or manuscript genealogies, genealogical records or compilations, family group sheets and charts, family reunion records and similar material are not considered evidence unless the document is contemporary with the information being proved and is supported by other evidence.
5. Old letters or family records can be accepted as evidence for only the facts that the writer could logically know as contemporary knowledge. Identification of the writer and the document date is necessary as is a statement of the document's provenance. *Provenance* is defined as *the history of the ownership of a particular item*.
6. Unsupported information from an amateur or professional genealogist is not acceptable, including such records primed in genealogical, historical, or similar publications. Scholarly journal articles that are supported by citations to acceptable documentation may be acceptable.
7. Published or manuscript material authored by the applicant or his family will not by itself be accepted as evidence but may be included with other qualifying evidence.
8. A marriage license is not acceptable evidence for a marriage; it only proves intent. If no marriage return or record exists, write the work *Lic* after the license date on the application.
9. Pre-1880 censuses cannot be used as sole evidence of relationship since no relationships are stated in these records.
10. Pre-1850 censuses cannot be used as sole evidence of residence for anyone other than the head of household.
11. Land or real estate tax records are acceptable only if they specify that the individual was a resident of Ohio.
12. Photographs of tombstones are acceptable for evidence of birth and death dates and for relationships actually stated on the stone. Include the name and location of the cemetery in which the tombstone is found. Most published compilations of tombstone readings are acceptable. Tombstone photographs must be transcribed when they are difficult to read. Tombstones must be contemporary in style with the ancestor's death date.
13. Documents written or printed in a foreign language must be accompanied by a translation into English and the translation certified as a True Translation by the translator (a third party; not the applicant or his/her family member).
14. Lineage applications, accepted or unaccepted, from other patriotic or hereditary societies are not considered evidence.
15. E-mail is not considered evidence.
16. Information taken from internet resources or electronic publications must be acceptable in its original form. The original source must be cited as well as the web page URL and date accessed. If taken from an electronic publication on CD or other media, bibliographic information for the electronic publication must accompany the original source citation.
17. DNA evidence and supporting documentation will be handled on an individual basis.
18. Images of actual documents and records that available on-line are acceptable but must include the original document citation if that information is not visible on the copy submitted.
19. Transcriptions and abstractions from web sties such as Heritage Quest, Ancestry, and from many genealogical organization sites are considered acceptable evidence but must have the original source fully cited as well as the basic URL citation. Web site information will be judged on an individual basis by the individual lineage society chair(s) as to the credibility of the data presented.
20. The IGI may be used as a finding aid to original records. Every attempt must be made to obtain the original record rather than to use the IGI citation as evidence.
21. Ancestral File (and similar undocumented genealogical databases) information is not acceptable.
22. The Social Security Death Index (and similar documented and governmental indexes) may be acceptable.
23. Examples of implied evidence which are not acceptable are:
  - Unnamed individuals specified in court records as heirs or heirs-in-law are not proved by such records unless it is known that applicable laws at the time included only bloodline descendants.
  - A father is not proved as being in an area just because his child was born there. The birth only proves the mother and child were in that location on that date.
  - Blood descent is not necessarily proved by owning the same land as an earlier owner of the same name.
  - Census proximity does not prove relationship.





