

## **How to Find Genealogical Information: General Guide**

by Christine Bruzzese

**Resources Guide.** *Genealogical Resources in New York*, revised and edited by Estelle M. Guzik in 2003, is a comprehensive guide to libraries, archives and other research centers that may be useful to the genealogical researcher. Coverage includes the five boroughs of New York City plus Albany. Detailed descriptions of collections and finding aids are provided along with names of key personnel at each facility, location, description, hours and restrictions on use. Appendixes, indexes and maps provide additional information.

### **Birth, death and marriage certificates.**

To obtain copies of birth certificates prior to 1910, marriage certificates before 1930 and death certificates up until 1948, contact the Municipal Archives. Visit the Department of Records website at [www.nyc.gov/records](http://www.nyc.gov/records) and click on the link "Vital Records" for further information. Birth and death certificates for later years are available via the Department of Health. Their website is located at [www.nyc.gov/doh](http://www.nyc.gov/doh). Telephone number is (212) 788-4500. To obtain a marriage certificated dated from 1930 to the present year, contact the City Clerk's office in the borough where the marriage took place. Complete information is available at [www.cityclerknyc.com](http://www.cityclerknyc.com).

**Voter Information.** The City Record published *List of Enrolled Voters* from 1883 to 1974/75. Volumes are organized by borough and Assembly

District. Listings within the volumes are by address. The names of all registered voters at a particular address are provided. Holdings in the City Hall Library are from 1965/66 to 1974/75. Earlier volumes can be retrieved from offsite. Requestors are asked to be specific about year and volume needed. Requests are processed within 1-2 weeks. The Municipal Archives also maintains a collection of voter registration cards. Requests can be made to Archives staff in person or by e-mail. These materials are kept offsite and the collection is not comprehensive.

**Biographical Sources.** The biographical clippings binders are arranged alphabetically and provide extensive materials on lives and careers of New York City public figures.

***New York Times Obituaries Index: 1858-1968*** provides alphabetical listings by last name to obituaries published in the newspaper. Such sources as *Who's Who in New York (City and State)*, *Notable New Yorkers*, and *New York Red Book* are among the many other biographical reference sources that may be of interest

**Division of Old Records.** The Division of Old Records, New York County Clerk's office, maintains files of naturalization papers, business records and many other materials from the eighteenth to mid-twentieth centuries. This office can be reached at (212) 374-4371.