

Local Family History Certificate Services for

Leeds Register Office

Leeds Town Hall
The Headrow, Leeds LS1 3AD
T: 0113 2476710
E: register.office@leeds.gov.uk
W: www.leeds.gov.uk

Hull Register Office

181-191 George Street
Hull HU1 3BY
T: 01482 615400
E: register.office@hullcc.gov.uk
W: www.hullcc.gov.uk



East Riding of Yorkshire Registration Service

Walkergate House, Walkergate
Beverley HU17 9BP
T: 01482 393600
E: registration.service@eastriding.gov.uk
W: www.eastriding.gov.uk/council/registration

The North Yorkshire Registration Service

Bilton House
31 Park Parade, Harrogate HG1 5AG
T: 01423 506949
E: sheila.atkinson@northyorks.gov.uk

The Register Office

56 Bootham
York YO30 7DA
T: 01904 654477
E: registrar@york.gov.uk
W: www.york.gov.uk/register

Tips for family historians

Deaths

- Deaths have to be registered in the registration district in which they happened - not where the deceased lived. The death may have happened in a hospital which is in a different registration district, or it may have happened on holiday.
- 'In attendance' means that the informant was visiting the deceased regularly in the period before the death - it usually implies that the informant lived close by.
- Check out the surnames of informants: if you do not recognise them, they may nevertheless be relatives - sisters or daughters of the deceased who had married, grandchildren, cousins (and people often put 'cousin' if the relationship is too complicated to explain - such as 'step-father's sister's daughter').
- 'Certified' at the bottom of the Cause of Death box means that the death was certified by a doctor, but the doctor's name was not always given. Death registrations, like gravestones (usually), were written after the person with the most accurate information had died. The information which is recorded may not be completely accurate.

Marriages

- Marriages usually, but not always, happened in the bride's parish.
- Check out the witnesses carefully: they could be parents, siblings or just friends. They could be sisters who had married and whose surnames are unfamiliar to you. Once you are sure who they are, you can use them to confirm families in census entries.
- Ages given as 'of full age' simply imply over 21 but ...
- People lie about their age. If there is a large age gap between bride and groom then they might adjust one age downwards and the other upwards to make the gap seem smaller. A bride under 21 may wish to appear to be older so as to avoid having to obtain parental consent.
- A marriage 'by banns' took place in a church of England, and the banns may be recorded on a parish banns register; a marriage 'by certificate' took place in a register office or other approved or licensed place and it is unlikely that there will be any other record to find.
- If all you know about a marriage is a rough date and a registration district, try to help a registrar to narrow the search: were the families non-conformist? Where did the bride's family live? Where are the couple on the nearest census? Some registration districts contain hundreds of churches and chapels, and a search without further information is often impossible.
- If both bride and groom sign with a cross, this does not necessarily mean that neither of them could read or write: a literate bride often signed with just a cross so as not to embarrass her new husband. If a father of bride and groom is described as 'deceased', this is usually true. If he is not, this does not necessarily mean that he was still alive. The couple may not have wanted to put a shadow over their marriage by mentioning a death; or they may have genuinely not known one way or the other and were asked by the registrar to provide the 'last known facts'.
- Please note – Marriage registers are not deposited with the Superintendent Registrar until they are full or no longer in use. Some village churches still hold registers dating back to 1837.

General information

The local register offices each hold records for their own areas only. The General Register Office at Southport and the Family Records Centre in London hold the records for all of England and Wales, telephone 0845 603 7788 or email www.gro.gov.uk for information.

Civil registration began on 1 July 1837. Prior to that date, information can be obtained from, amongst other sources, parish records and censuses. Local libraries hold some parish records and some censuses. The Borthwick Institute in York (telephone 01904 321166) holds many parish records, will indexes and other documents.

Local archive offices also hold parish records and other useful information.

Birth, death and marriage certificates cost £7 each. If you are buying them from a local register office, please make cheques or postal orders payable to "Superintendent Registrar". For applications to the East Riding of Yorkshire, please make cheques payable to "ERYC". The application does not have to be on a form, it can be in a letter – but please include a daytime phone number.

The certificate you receive may be handwritten or typed, or it may be a photocopy of the original entry in the register, depending on the facilities available at the local office.

Certificates will be sent by second class post unless an SAE is provided.

The time that it takes to process an application varies between offices, please ask them how long it is likely to take. If you have found the entry which you want in the index, please supply the year, quarter and reference. The General Register Office reference is not sufficient for a local office to be able to locate an entry.

If you apply to your local office for a certificate and they cannot find it, they will refund the £7, but they cannot usually undertake a search without the £7 fee. You can specify that you only want the certificate if certain information corresponds, for example you can ask for the certificate only if the name of the father is "William" etc.

All the offices in our group will accept payment by credit or debit card. If they cannot find the record in the year given, our offices may be prepared to search for a further limited period, but they can only search within their own area. If you need a more extensive search, you can search the indexes for up to six hours in any one day for £18, but this will not give you access to the records, only to the index.

Copies of the indexes for all the births, deaths and marriages in England and Wales are held at the larger local libraries, but you may need to make an appointment to use a machine reader in order to search the indexes. These indexes can also be viewed on websites and some of these are listed in this leaflet.

Multiple requests for certificates for family history purposes cannot be taken by telephone for credit or debit card payment for the East Riding of Yorkshire. If your request is for 2 or more, you should write to the Beverley office (address on the front of this leaflet). Clearly state as much information as possible and always give a daytime telephone number that you can be contacted on.

Office Holds

York

York holds all records which are "York" in the index except Riccall and Escrick, which are held at Harrogate.

York does not hold any records which give Tadcaster as the district.

From 1937 York holds Derwent in the Howdenshire district, the rest is held by East or North Yorkshire.

York holds Flaxton in the Bulmer district (1837-1971) Poppleton and Acomb in the Great Ouseburn district, (1918 – 1937), the rest of these districts are held by Harrogate.

Kingston upon Hull

1837 - 1937 All of the Hull Registration District Myton, Humber and St Mary's

1837 to 1937 Most of the Sculcoates Registration District Hessle, West Sculcoates, East Sculcoates, Sutton/Southcoates, Drypool, Hessle, Cottingham (up to 1906)

1937 - Present Please Note North Hull Estate is held at Beverley between 1906 and 1937. Till 1969 Hull Registration District Drypool, Newington, University, Albert, Paragon.

1969 - Present Hull

East Riding of Yorkshire

The East Riding of Yorkshire holds fully-indexed registers complete (with one or two gaps where registers have disappeared) for the whole of the East Riding, comprising the former registration districts of Beverley, Bridlington, Goole and Pocklington. The original registers are held at the Beverley Register Office. Indexes and registers for the Derwent district of Howdenshire are held in York.

Boundaries have moved over the years, and some former registration districts are now split: holdings for events registered in Sculcoates, for example, are divided between Hull and the East Riding of Yorkshire. Similarly, some villages in the Goole area have been in North Lincolnshire at various times.

Some of the older registration districts, such as Holderness, are huge and searches for marriages in Holderness can be impossible unless further information is available to narrow down the search.

Census returns (1841-1901) for the local areas are held in local libraries in Beverley, Bridlington and Goole. The County Archive Office is in Beverley, within easy walking distance of the register office, and it holds the usual range of local archives - although several pre-1837 parish registers are held at the Borthwick Institute.

Leeds

Leeds Register Office holds approximately 15,000 birth, death and marriage registers. At any one time Leeds holds 21 registration districts. Apart from the obvious Leeds registration districts, the office also holds Barkston Ash registration district from 1947-1974, Bradford from 1837-1891, Bramham from 1862-1869, Dewsbury from 1837-1938, Lower Agbrigg from 1939-1974, North Bierley from 1892-1938, Otley from 1837-1869, Pontefract from 1837-1869, Spen Valley from 1939-1974, Tadcaster from 1837-1946, Wakefield from 1837-1938, Wetherby from 1837-1946 and Wharfedale from 1861-1981.

Leeds does not hold any of Wortley registration district - this is held by Sheffield or Barnsley Register Office.

The Otley registers between 1952 - 1974 are held by Bradford Register Office.

North Yorkshire

The records for all of North Yorkshire are held in the Central Repository at Harrogate and comprise, mainly, of the former registration districts of Whitby, Scarborough, Malton (Ryedale), Leyburn, Northallerton, Richmond, Settle, Skipton, Selby, Tadcaster and Harrogate (Claro) which were amalgamated in 1998. There are some exceptions: for example Skipton is also covered by Burnley and Bradford, Leeds hold some Tadcaster registers and Redcar and Cleveland cover parts of Guisborough.

The office holds some registers for Wetherby, Wharfedale, Pontefract, Driffield and York.

More general tips for family history researchers

- Names: spellings on certificates were not consistent. If people could not read, they could not correct a mis-spelt name written down by a vicar, a clerk or a registrar
- Birth, Marriage and Death registrations should record the actual date of the event (although dates of birth may be incorrect - an excited new father and a drink or two often lead to an incorrect birth date being registered). In parish records, it is the date of *baptism* and the date of *burial* which are recorded (although sometimes the actual date of birth or death is given as well). These always follow the actual date; burials usually followed a day or two after a death; but baptisms could be several months or even years after a birth.

Useful Contacts

Contacts for archives, cemeteries, libraries etc

Borthwick Institute 01904 321166

East Riding Archives 01482 392790

Hull City Archives 01482 615102

Hull Crematorium 01482 614975

Hull Reference and Local Studies Library 01482 210077

Leeds Central Library 0113 2478290

West Yorkshire Archive Service 0113 2145814

West Yorkshire Archive Service, Yorkshire Archaeological Society 0113 2456362

York Archives 01904 551878

York Cemetery 01904 610578

York Crematorium 01904 706096

York Family History Society 01904 412204

York Reference Library 01904 655631

More tips for family historians

Births

- If you cannot find a birth registered where you believe the family lived, try looking at the wife's mother's home address: women often went home to their mother for a first baby, or for a difficult birth. Single mothers often went out of town to give birth in a home for unmarried mothers.
- Births have to be registered in the registration district in which they happened - not where the parents lived.
- If a father is not named, this means that the parents were not married, but it does not necessarily mean that the mother did not want to name the father; he may have been serving in the forces or working away from home. Does the child have a first name which might give a clue to the father's name?
- Mother's name: 'formerly' denotes her maiden name, 'late' denotes that she has been widowed or divorced before her current marriage. (eg: Mary Smith, late Jones, formerly Robinson). If you are looking for a family in a census entry in the census following a birth, look under the address of the informant, not the address of the birth.

Useful Contacts

Many indexes are now held on web sites some are free but some need payment. Some helpful sites which you might like to use are...

Yorkshire Genealogy - the GENUKI pages. Definitive guide to the genealogy of the county: <http://www.genuki.org.uk/big/eng/YKS/>

Hull City Archives: <http://www.hullcc.gov.uk/libraries/>

East Riding Archives: <http://www.eastriding.gov.uk/libraries/archives/archives.html>

Borthwick Institute of Historical Research (University of York)
<http://www.york.ac.uk/inst/bihr>

West Yorkshire Archives: <http://www.archives.wyjs.orq.uk/>

The National Archives - includes the Public Record Office (Kew) and the Historic Manuscripts Commission: <http://www.nationalarchives.gov.uk/>

Yorkshire Births Marriages and Deaths - the on-line index for some Yorkshire Registration Districts 1837-2000 (in progress): www.yorkshirebmd.org.uk

UK Births, Marriage and Deaths - Register Office indexes for other parts of the UK:
www.ukbmd.org.uk

Free BMD Project - the General Register Office indexes to births, deaths and marriages in England and Wales from 1837. Now over 70 million records: <http://freebmd.rootsweb.com/>

1837 online - access to all the GRO indexes of births, marriages and deaths from 1837 (commercial site, minimum £5 charge): <http://www.1837online.com>

Ancestry – <http://www.ancestry.co.uk> (as above plus census)

Family Records Centre - The national centre for civil registration records (from 1837), census records (from 1841) plus probate records (from 1858):
<http://www.familyrecords.gov.uk/partners/frc-partner.htm>

Cyndi's List - the largest listing of genealogy sites on the web: <http://www.cyndislist.com>

Family History Online - pay-per-view site with over 17 million records supplied by Family History Societies of England & Wales: <http://www.familyhistoryonline.net>

Ireland: Cyndi's List gives a comprehensive list of useful websites:
<http://www.cyndislist.com/ireland.htm>

Scotland: on-line indexes to Civil Registration, Parish Registers and the censuses for 1881, 1891 and 1901 (commercial site). <http://www.scotlandspeople.gov.uk/>

Wales: the GENUKI pages provide an excellent introduction. <http://www.genuki.org.uk/big/wal/>

Alphabetical list of obscure and archaic terms: <http://www.gendocs.demon.co.uk/trades.html>



EAST RIDING

OF YORKSHIRE COUNCIL