

# Sons of the American Revolution (SAR) Application Preparation Guide



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# Table of Contents

Purpose .....	5
Responsibilities of Applicants and Registrars .....	5
Application Types .....	6
New Member Applications .....	6
“Family Plan” Applications .....	6
Junior Membership Applications .....	7
“Grandfathered” Applications .....	7
Supplemental Applications .....	7
Memorial Applications .....	8
Expedited Processing .....	8
Application Package Presentation.....	9
Organization of the Application Package .....	9
Application Form Requirements .....	10
Completing the Lineage Portion of the Application.....	10
Names on the Application.....	11
Patriot’s Name.....	11
Ranks and Titles .....	12
Maiden Names.....	12
Lineage Information .....	12
Date Format.....	12
Date Abbreviations.....	12
Place Name Format .....	12
Using SAR, DAR, or C.A.R. Record Copies.....	13
Applicant’s Signature .....	13
Missing Signatures .....	13
Sources and Source Documentation .....	13
Acceptable Evidence for Lineage, Dates and Places.....	13
Birth Certificates .....	13
Census Records .....	14
Bible Records and Other Original Documents.....	14
Records in Foreign Languages.....	15
Tombstones and Tombstone Records.....	15
Newspaper Articles .....	15
Published Sources.....	15
Using Lineage Society Record Copies .....	16
Using SAR Record Copies.....	16
Using DAR Record Copies .....	17
Using C.A.R Record Copies .....	17
Corrections Made to Earlier SAR, DAR or C.A.R. Applications .....	18
Patriot Ancestor and Proof of Service .....	18
Use of DNA Evidence to Prove Lineage .....	20
Using Inadmissible Documents as Evidence .....	21
Corrections/Changes to Approved Applications .....	22
Using a Proof Argument .....	22

Presentation of Source Documents .....	22
Vital Records.....	23
Preferred Paper Size .....	23
Staples and Paperclips .....	23
Attachments and Divider Pages .....	23
Two-Sided Printing .....	23
Complete Documentation Pages .....	23
Missing Documentation .....	23
Legibility.....	23
Superimposed Images.....	24
Highlighters and Markers .....	24
Annotations .....	24
Underlining Source Documents .....	24
Source Citations on Documentation .....	24
Multiple Copies of the Same Documents .....	24
Redundant or Extraneous Information.....	25
Pages Required with Published Records .....	25
Abstracted Records.....	25
Proof of the Maternal Bloodline.....	25
Death Certificates of Remarried Wives .....	25
Initials or Use of Middle Names Instead of First Names .....	25
Citing Sources on the Application .....	26
Birth, Marriage, and Death Certificates or Licenses .....	26
Census Records .....	26
Published Records .....	26
Court Records (Probate, Land, etc.) .....	26
Bible Records .....	26
Newspaper Articles .....	27
SAR, DAR or C.A.R. Record Copy .....	27
SAR, DAR or C.A.R. Record Copy for Proof of Service.....	27
Tombstones .....	27
Proof Arguments .....	27
DNA Proof Arguments.....	28
Citing Examples of Service on the Application .....	28
Appendix A: Sample Application Form.....	29
Appendix B: Application Requirements List .....	33
Appendix C: DNA Evidence .....	37
Appendix D: Standards of Documentation.....	39
Appendix E: Research Tips and Example Proof Arguments to Resolve Problems.....	41
Appendix F: Tips for Finding the Maiden Name .....	56
Appendix G: Abbreviations.....	57
Appendix H: Examples of Acceptable and Insufficient Documentation .....	61
Appendix I: Pended Applications and Appeals .....	65
Appendix J: Frequently Asked Questions .....	67
Appendix K: Staff Application Markings.....	69
Appendix L: Changes to Previous Versions.....	70

## Purpose

One of the primary objectives of SAR in general, and of its State and Chapter Registrars in particular, is growing the SAR’s membership. Key factors in that process are the preparation, review, and approval of membership applications. The intent of this Guide is to help Registrars understand their responsibilities as Registrar and understand the elements of a successful application by discussing in general terms policies adopted by the NSSAR Genealogy Committee, and by providing examples both of best practices and common pitfalls. For detailed text of current policies, see the Genealogy Committee Policies (GCP).

## Responsibilities of Applicants and Registrars

The Sons of the American Revolution is the largest male lineage organization in the United States. To develop a sound application for membership, applicants for membership should adhere to the five elements of the Genealogical Proof Standard (GPS) as defined by the Board of Certification of Genealogists (BCG):

1. Conduct a reasonably exhaustive search for all information that is or may be pertinent to the identity, relationship, event or situation in question.
2. Collect and include in our compilation a complete, accurate citation to the source or sources of each item of information we use.
3. Analyze and correlate the collected information to assess its quality as evidence.
4. Resolve any conflicts caused by items of evidence that contradict each other or are contrary to a proposed (hypothetical) solution to the questions; and
5. Arrive at a soundly reasoned, coherent conclusion.

(See Appendix D for more details.) Following this methodology substantially increases the accuracy of applications with respect to both the lineage and service and reduces the need to conduct further research to modify applications after they are submitted.

The SAR requires adequate proof of the bloodline from the applicant to the Revolutionary ancestor and the Revolutionary service of that ancestor. All names, dates and places on the application must be proven, which is important in speeding the review process. The applicant is not required to provide every name, date, and place on the application, but SAR recommends and encourages that applications contain all pertinent bloodline and non-bloodline data in the lineage section of the application. Information that may seem unnecessary for proving the bloodline to the patriot or the service of the patriot, but later may prevent doubts from being raised, especially avoiding possible confusion if an ancestor had the same or similar name as another person. It may be of use to future applicants who share a common lineage wishing to build from what is already known about an ancestor. Note: Some application forms contain the statement, “Proof is needed only for the individuals in the bloodline.” This statement does not relieve the applicant from providing proof for all the facts presented in the lineage, bloodline, and non-bloodline.

By signing an application, the State Registrar verifies that it contains evidence of every fact claimed to meet the requirements for membership of the National Society. He should be knowledgeable of the requirements set forth both in this Guide and in the policies of the Genealogy Committee as specified in the Genealogy Committees Policies. State registrars

should return inadequate applications to the Chapter Registrar or applicant to resolve any concerns. Forward only acceptable applications to the National Office for processing.

All should recheck applications for typographical and other errors before submitting applications. They may do so by using the application requirements list found in Appendix B or by simply printing a working copy of the application and checking each data point against the supporting documentation.

It is a disservice both to the prospective member and to the SAR to forward an inadequately documented application. The applicant and his sponsors become frustrated when his application is delayed pending resolution of the deficiencies (commonly known as “pended”). Moreover, his filing fee is not refundable. Further, a pended application takes an inordinate amount of staff time to review, research, and explain to the State Registrar the reasons for the pended action.

## Application Types

The following section describes the various application options. See the NSSAR Membership Cost Reference Manual for the fees and dues associated with the following application types.

### **New Member Applications**

A standard SAR application is available to an applicant aged 18 or older. The applicant or his helper should complete the application and include all the supporting documentation. The application is then reviewed in sequence at the chapter, state, and finally national level. At any level corrections and additions can be made. At any level additional information may be requested from a previous level, and in the case of serious problems may be returned to the previous level to be reworked.

Current and former members of the C.A.R. may apply for regular SAR membership between the ages of 18 and 22 years. The application need not be based on his C.A.R. application, but if it is based on a DAR or C.A.R. application, cite the DAR or C.A.R. application in the reference portion of the application and submit copies of his birth certificate and record copy of the DAR or C.A.R. application in the documentation package. The record copies must meet the same criteria for sufficient supporting documentation as with a regular application, see discussion below. Current members of the C.A.R. should also include a valid Certificate of Good Standing from the C.A.R. to be eligible for a discounted rate.

### **“Family Plan” Applications**

The SAR offers a “family plan” for applicants filing initial or supplemental applications using the same genealogical line and connected by relationships not to exceed two linkages removed from the line of some other applicant in the family plan. In the case of supplemental applications, each supplemental application can also be from an ancestor or spouse of an ancestor that both the first applicant and the additional applicant(s) have established through their previously accepted SAR applications. Submit the Family Plan applications to the National Society at the same time and on the same Transmittal Form. Family Plans must be submitted through the same state society. In presenting family plan groups of applications, one set of

documentation will be submitted in addition to the generational documentation needed to tie into the primary application. Staff will add language to the application and mark all applications in a similar fashion. These markings are not to be included on future applications, nor used by application preparers. See Appendix K for examples.

This plan provides a reduced application fee for the additional family members. Each application should cite in the reference portion of each application all the documentation needed to confirm the generational links down to the common patriot.

Most of the actual documentation should be placed behind the primary applicant's application. The only documentation needed by subsequent applicants is that necessary to prove the generational link to the primary applicant. These documents should be placed behind the respective applicant's application form. For instance, when submitting a son's application with the father's application, the only additional documentation required would be a copy of the son's birth certificate showing the father's name. Similarly, a grandson's application submitted with the grandfather's application only requires documentation needed to confirm the bloodline from the grandson through to the grandfather. This would be a copy of his and his father's or mother's birth certificate showing the bloodline from the grandson through to the grandfather.

**Do not submit duplicate pages of documentation.**

### **Junior Membership Applications**

A male under 18 years of age can apply for Junior Membership in SAR. If the Junior Member application is based on a SAR, DAR or C.A.R. application, cite that application in the reference portion of the application and submit an official Record Copy with the documentation package. The record copies must meet the same criteria for sufficient supporting documentation as with a regular application, see discussion below. Source documentation from the Junior Member to the common link in the bloodline is required. This is normally in the form of birth and/or death certificates.

Current members of the C.A.R. should include a copy of his birth certificate, a record copy of his C.A.R. application and a valid Certificate of Good Standing from the C.A.R.

On reaching his eighteenth birthday, a junior member automatically becomes a regular member without a further application.

### **“Grandfathered” Applications**

“Grandfathered” applications are based on older, inadequate SAR applications that meet the criteria set forth for “grandfathering” (see the Genealogy Committee Policies Manual, Bylaw No. 1, Section 5). The applicant understands that a grandfathered application, although approved, will be marked “Grandfathered”. This means that future applicants will not be able to use a “grandfathered” application as a proof document.

### **Supplemental Applications**

Members in good standing may establish links to additional patriot ancestors by submitting supplemental applications. The signatures of a sponsor, co-sponsor, or the State Secretary are

not necessary on supplemental applications. However, Chapters should require Chapter Registrars to review supplements before submitting them to the State Registrar, see GCP Sec. 6.1002, 6.2000. Many supplemental applications arrive for national-level review with errors that should have been corrected earlier in the review process.

## **Memorial Applications**

A member in good standing may submit a memorial application on behalf of a deceased close (within two generations) male family member where most of the application is based on the same lineage as that SAR member. The submitter would fill out the memorial application using his own contact address and information. He should then sign the form. The submitter lists the appropriate state and chapter name. He should either leave the age of the deceased blank or indicate the age at death. Generation one on the application does not have a field for the date and place of death. Follow the document requirement discussed below. The submitter signs as the applicant and as the first-line sponsor, see GCP Sec. 6.5000.

Fill the application out just as if it were a regular membership application with every name, date, and place. The References section would list the supporting SAR application (SAR RC xxxxxx-patriot) for all those generations that are in common with the previously approved application. Submit a copy of the birth and death certificate for the memorialized applicant as well as any other necessary proof documents to link the application to the previously approved application. A copy of the death certificate, or other proof of death, is required. See GCP Sec. 6.5000. The submitter will receive the approved memorial membership certificate by way of his Chapter. Include the appropriate SAR and state society fees in the application package.

**A memorial application is to be signed by an adult active SAR member in lieu of the signature of the deceased applicant. If an application is requested by someone related by blood, marriage or adoption, the written request will be included with the application. The applicant's signature block will be signed by an active SAR member. Sponsors may be any active SAR member.**

## **Expedited Processing**

An applicant, sponsor, State Registrar, or State President has the right to request immediate processing of an application in writing to the Executive Director, Genealogist General, and/or Chairman of the Genealogy Committee. Email requests constitute written requests, see GCP Sec. 6.4001. Expedited processing is not available for supplemental applications.

The request should clearly explain the need for expedited processing and should be made by email in advance of submission of the application, so that the approval may be attached to the application package immediately following the transmittal form.

Authorization of a request for expedited processing requires written approval by enough members from the following group: Executive Director, Genealogist General, and Chairman of the Genealogy Committee, see GCP Sec. 6.4002. The number of members required for approval is:

- One member, for active-duty military applicants currently serving in a war zone or facing

- imminent deployment to a war zone,
- One member, for applicants who are nearing the end of their lives (in hospice care, advanced age, etc.),
- Two members for applicants of very high social or government status, such as governors, ambassadors, etc.,
- One member for applicants sent by the government or their employer to areas of conflict,
- Three members for lower-level government officials, such as mayors and special celebrities, or
- Three members for all other cases.

The requestor may appeal denied requests to the President General, see GCP Sec. 6.4004.

## Application Package Presentation

### Organization of the Application Package

In general, the application package consists of four elements: a check; a transmittal form (added by a representative of the State Society); the application; and the supporting documentation. All are bound by an appropriately sized binder clip (One may use paperclips with application packages with few pages). This section will focus on completing the application. The next section will provide guidance on the supporting documentation.

A society representative, usually that state registrar, completes the transmittal form by filling in the transaction code, name (applicant and patriot ancestor), address, application's national number (for supplements) and the fee fields. When submitting a "Family Plan" package, the names of all the family applicants should appear on the same form. In instances where a compatriot submits several supplements at the same time based on a similar bloodline, all should appear on one transmittal form.

The application package should contain the application form followed by the documentation in generational order, beginning with the applicant's birth certificate. If a source document covers multiple generations, place it with the most recent generation to which it applies.

In instances where a DAR member assists the SAR in obtaining new members, the Chapter Registrar should consider submitting a DAR Finder Form, see <https://www.sar.org/wp-content/uploads/2020/01/DAR-Finder-Form-Instructions.pdf>.

The Chapter Registrar will also need to add a second copy of the application and the necessary checks to the application package before submitting it to the State Registrar. The second copy is for the records of the state registrar and does not need to be on SAR bond, watermarked paper.

Note: The correct preparation of the application and a good presentation of the supporting documentation speeds up the review process and helps minimize errors.

## **Application Form Requirements**

Type or computer print forms using black ink. The form must be neat and not smudged. Handwritten applications will not be accepted. Applications not meeting the following requirements will be pended and returned to the State Point of Contact (POC), see GCP Sec. 6.1000.

- Presently the SAR accepts forms created by using the online application, Microsoft Word, Adobe Acrobat PDF, and Cox software applications. Application forms should not contain lists of the applicant's children of the applicant. They should contain a certification the applicant meets basic membership requirements and include a space for the signature of the Genealogist General. (Use only Word and PDF applications dated March 2017 or later.) Do not use application forms printed before 2017.
- Print applications using the legal-size print option on both sides of official, SAR legal-sized watermark, bond paper, with the tops of both pages on the same edge. Additional pages must also be on SAR legal-sized watermark, bond paper, see GCP Sec. 6.1001.
- Font size for PDF, MS Word, and Cox software versions should be at least 10 point but 12 point is preferred. For the online application, the scale of the application page, while printing, must be adjusted to ensure the page break does not occur within a generation (including references). See GCP Sec. 6.1001.
- Applicants must submit the original application form containing all necessary signatures.
- Print applications on archival paper. Applications not printed on SAR bond, watermark paper will be returned.
- Do not use staples, glue, tape, pins, thread, or other means to attach items to the application form, see Policy GCP 6.1001.
- List on the application only information for which proof is provided. Include all proven information regarding names, dates, and places for the persons listed in the bloodline and non-bloodline to the patriot on the application form even if the application is based on accepted information in a previously approved application, see GCP Sec. 3.5001.
- The description of the patriot ancestor's service on the application should be an actual description, not just the type of qualifying service such as "Patriotic Service, VA."
- Include known information on the patriot's birth and death dates. It helps distinguish between patriots of identical or similar names and helps confirm service.
- Leave all unknown or unproven fields blank. Do not type "unknown" or place question marks, etc. into those fields.
- Do not bracket any data field on the application (dates, locations, or names).
- Cite each supporting document in the reference sections for each generation for which it is used. The citations should provide sufficient information to indicate the source and location of the document.
- Applications may contain no more than five minor neat corrections in ink, see GCP Sec. 6.1001.

## **Completing the Lineage Portion of the Application**

As mentioned above, applicants may complete applications on any one of four platforms. The following provides general guidance on the completion of the beginning and the lineage portions of the application. Guidance on filling in the reference portions of the application appears

below. **Note: Do not place information on the application form for which no proof is provided to verify that information. Note too, the sequencing of the following is different for the online system.** Begin by:

- To indicate the application type, see above.
- Enter the chapter's name and state society's name.
- Enter the patriot's name (name only) and generation number at the beginning of the application form.
- Add a brief description of his or her service in the following field. The service description should be an actual description, not just the type of qualifying service (see guidance below).
- Complete the applicant's information providing full names, a complete mailing address, phone number, and email address. Indicate how the applicant wishes his name to appear on the SAR certificate.
- Fill in the lineage fields by providing full names (if known and proven), dates and places. See the guidance below.
- Indicate the patriot's burial site (if known and proven). Cite this proof document in the patriot's reference section.
- Complete the signature portion of the application.

See Appendix A for examples of completed applications.

### **Names on the Application**

Names entered in the lineage portion of the application should agree with the supporting documentation submitted. Use slashes to indicate additional spellings of the name (i.e.: Diebold/Dibold/Diebolt). Use only initials if the supporting documentation only provides initials.

Enter nicknames if important to identifying an ancestor. When entered, they are to be in quotation marks, e.g., "Bud." Entry of common nicknames, is not necessary, see GCP Sec. 3.6001a.

### **Patriot's Name**

Spelling of the patriot ancestor's name sometimes is different from the spelling on the Revolutionary War service proof document submitted. The patriot's name shown on the application should reflect the name as spelled on the records of the day. Use slashes to indicate additional spellings of the name (i.e., Diebold/Dibold/Diebolt). SAR usually uses the spelling found on the Service Record.

Note: Applicants may desire an alternate spelling of the patriot's name on the membership certificate. He may request this by a letter submitted with the application indicating which spelling the applicant wants on his membership certificate.

Do not place either SAR Patriot Numbers or DAR Ancestor Numbers anywhere on the application.

## **Ranks & Titles**

Do not include ranks or titles, such as “M.D.,” “Col.,” “Dr.,” “Rev.,” etc. in the name fields of the application form. Enter only names in name fields, see Appendix G for a complete list of ranks and titles which may be used elsewhere. Include suffixes such as “Jr.” if that was part of the name.

## **Maiden Names**

Enter birth/maiden names if proven. Do not show the surname of her husband on the application unless it is also her birth/maiden name. If it is necessary to provide information as to the previous or subsequent marriage(s) or married name(s) of any woman listed in the genealogy, this information (source documents) should be listed in the reference section of the application. See GCP Sec. 3.6001b. See Appendix F for tips on finding maiden names.

## **Lineage Information**

Applicants must prove their bloodline lineage. Other non-lineage information and documentation is requested and encouraged, see GCP Sec. 5.2002. Do not include information on the application form without including verifying documentation. Provide information on all generations on the application form from the applicant to the Revolutionary War patriot, with the last being the patriot. Do not extend lineage information beyond the patriot’s generation.

## **Date Format**

The standard date format used by the SAR and all lineage societies is in the form “10 Jan 1900”, rather than “01/10/1900”. Dates in the latter format are unacceptable because of their ambiguity: this date could mean either 10 Jan 1900 or 01 Oct 1900. Abbreviate the month using the first three letters of the month, see GCP Sec. 3.6002. All dates must be entered in this format. SAR made no provision for entering a range of dates if the exact date is not known. Enter the best date preceded by one of the abbreviations listed below.

## **Date Abbreviations**

Applicants may use the following commonly used abbreviations with dates. See Appendix G for a list of other abbreviations commonly used by SAR.

- “abt” for “about” (instead of “ca” for “circa”)
- “aft” for “after” (instead of “p” for “post”)
- “bef” for “before” (instead of “a” for “ante”)
- “prob” for probably

## **Place Name Format**

The standard format for places used should be “town/county/state.” Unknown or unproven city, county or state name fields should remain blank. Do not update town or county information. Use only the information that appears on the source document.

The following are examples of unproven city and then the county names; “/ Jefferson / KY,” “Louisville // KY,” “// KY.” [Note: add a slash mark after the county name if the application software does not automatically add one. If possible, add spaces before and after slashes as this

enhances legibility.] Independent cities are not located within a county and no county should be listed.

The state should be the two-letter postal designation for the state, e.g., VA for Virginia, see Appendix G for the complete list.

Do not spell out “County.” Use of the abbreviation “Co.” is not necessary. “Township” should be abbreviated “Twp.” Spell out the names of foreign countries unless there is insufficient room in which case, try to use a shortened clearly recognizable abbreviation, see Appendix G.

### **Using SAR, DAR or C.A.R. Record Copies**

If using SAR, DAR, or C.A.R. record copies (see discussion below) be sure the information agrees with the record copy as approved. Information that differs from what is marked as approved, whether a change or an addition, requires separate proof documentation.

### **Applicant’s Signature**

Adults (18 and over) who apply for membership must sign their application. The Genealogist General may approve exceptions for incapacitated applicants. Junior Members (under age 18) may sign their application, or an adult family member (parent or legal guardian) may sign on their behalf, see GCP Sec. 6.1002a.

### **Missing Signatures**

The new member application must include the signatures of the applicant, two sponsors, the State Registrar, and the State Secretary. A supplemental application only requires the signatures of the applicant and the State Registrar, see GCP Sec. 6.1002b.

## **Sources and Source Documentation**

### **Acceptable Evidence for Lineage, Dates and Places**

Prove lineage, dates, and places of birth, death, and marriage by providing documentation that traces the source of information back to a person who had personal knowledge of the relationship or event, or an institutional source keeping records at the time, such as a government, church, or funeral home. Personal knowledge means knowledge of a circumstance or fact gained through firsthand observation or experience. Firstrand information means a person gained or learned the information directly, rather than from other people or from books. A discussion of some admissible sources follows. For a detailed description of Genealogical Proof Standards see Appendix D.

### **Birth Certificates**

Submit a copy of the applicant’s birth certificate identifying him, his date and place of birth, his gender as male, and his parents’ names. Some states use the term “boy” as opposed to male. The applicant may need a court order if the birth certificate fails to identify the applicant’s gender as male. The Genealogist General or the President General may make exceptions on a case-by-case basis.

Short-form birth certificates that do not identify the parents are insufficient. The long-form birth certificate usually provides additional information regarding the parents' ages and birthplaces. In instances where the grandson of a SAR member is applying for membership, submit a copy of the birth certificate or other acceptable proof of the relationship between the SAR member and his child through which the grandson is applying.

Occasionally, a birth certificate may not include a baby's name, or the spelling used by the applicant is slightly different from the spelling listed on the certificate. Documents such as a copy of a driver's license or passport showing a matching last name and birth date as found on the birth certificate can be accepted. The applicant may explain differences in the spelling by submitting a statement that confirms the difference and the name is phonetically similar. Annotate the application to show both spellings. This confirms the difference and the presence of both spellings on the application, demonstrating that the difference was not just a typographical error on the application.

In the case of adoptions, U.S. States and territories routinely issue new birth certificates showing adoptive parents as the birth parents. Following an adoption, original birth certificates are sealed and laws regarding access to original birth records vary among U.S. States and territories. The prospective applicant should certify that to the best of his knowledge that his lineage to the patriot ancestor does not include any adoptions that would affect that direct lineage.

## **Census Records**

Show the entire census page. This assists in evaluating the date and placing it in context. Placing an enlargement of the section on the reverse side may enhance legibility. If legibility remains a problem, try cropping out the white/black space surrounding the census record. Also try enhancing the document's contrast. Transcriptions or printed summaries on "printer-friendly/source pages" are not acceptable.

Printing census images in the correct orientation for that census year (usually portrait for 1850-1880 and landscape for the later census years) enhances legibility. Acceptable proof of parent/child family relationships appear only in 1880 and later census records. The 1850 to 1870 census show only inferred relationships, such as husband and wife and if the age is appropriate, their children under them. SAR Policy accepts inferred relationships as proof of lineage unless there is conflicting information, see GCP Sec. 3.4001. Pre-1850 census records may be useful in building a proof argument but do not prove a parent/child link without other supporting documentation.

Use the actual census images instead of older published transcriptions of census records. Transcriptions are subject to error and usually do not provide the full context of the record such as neighbors, census date, or other identifying facts that are available with an actual image, see GCP Sec. 5.5003b, 3.4001.

## **Bible Records and Other Original Documents**

SAR will review bible records and other original unpublished family documents, including old letters and journals. To prove lineage, the relationship between two generations must be explicit, or used with other documentation (as in a proof argument) to establish a parent-child relationship

or that the author had first-hand knowledge of the information recorded. If possible, submit a photo or scanned image of all the pages showing the family information. Evaluation will not only consider the apparent age of the document, but also the handwriting and ink used, and evidence that the author recorded the events soon after they occurred. Include the identification of the writer, if it can be determined, through the handwriting (through old letters, etc.)

Bibles help establish inferred relationships. When using a Bible, submit an image of the Bible's title page, giving an indication of the Bible's age and the genealogy presented. Bible entries apparently entered long after the event will reduce their usefulness, but they nonetheless will be considered. Photocopies of Bibles and other original records are strongly preferred to abstracts or transcripts. SAR recognizes that the location of an original record may not be known and will consider abstracts and transcripts on a case-by-case basis. Cite on the document, as much as is known about the document's provenance, including its present location. Do not place the latter information on the reference portion of the application, see GCP Sec. 5.4000.

### **Records in Foreign Languages**

An application must be in English. Include an accurate English translation with each foreign language document submitted. If the foreign language document is in an archaic handwritten style, submit a transcription of the pertinent portion of the document, including any diacritic marks (e.g., umlauts, accents, etc.), see GCP Sec. 3.8000.

### **Tombstones and Tombstone Records**

SAR accepts as evidence copies of inscriptions from tombstones erected at or near the time of the death of the ancestor, with the notation of the name and location of the cemetery (city/county/state). It is best to submit legible photographs as opposed to transcriptions and abstracts. Tombstones used as supporting evidence must be contemporaneous to the time of the subject's death and include a readable photograph of the marker. New stones containing information about events that occurred years ago do not constitute evidence. Tombstone inscriptions referencing the deceased's Revolutionary War service does not constitute proof of service, see GCP Sec. 5.4000, 3.5006.

### **Newspaper Articles**

Copies of newspaper articles such as an obituary or wedding announcements must include identifying publication names, locations, and dates of publication. Handwritten information or copies of the newspaper's masthead placed on the document will suffice, see GCP Sec. 5.4000.

### **Published Sources**

Books containing transcriptions, abstracts, summaries or quotations of records, or information **personally known** (firsthand knowledge) to the author are admissible as evidence. Submit copies of the title page, date of publication, and any pages (such as a forward or preface) with pertinent information about sources. Include headings that are relevant to understanding the evidence such as transcribed lists located on previous pages see GCP Sec. 5.4000.

Unsourced information must show that the author of that unsourced information was able to have **personally known** the family members he names, and/or witnessed the events he describes, or

had as sources people who had personal knowledge. In each case, he must name the source and provide proof the source had firsthand knowledge.

Many published books contain information that is uncited and does not meet the criteria of GCP Sec. 5.4000. Such uncited information is unacceptable for use in a SAR application for genealogical proof, but these volumes may provide clues for further research into other records. Prospective members should use any clues to help them find and develop a solid proof. While not accepted on its own, it along with other documentation compiled in a proof argument may help determine that the lineage information obtained in the unsourced book to be correct. Cite the unsourced book along with the new documentation in the proof argument/summary, see Appendix E for information on constructing a proof argument.

### **Using Lineage Society Record Copies**

Applicants may cite Record Copies of well-documented SAR, DAR, or C.A.R applications as a substitute for their own documentation. The SAR does not recognize record copies from any other lineage societies.

Official record copies have indications that they are official copies and not personal or chapter copies. SAR record copies contain the words “Record Copy” and generally have an Application Control Number (ACN) written at the top of the form. The DAR also marks approved applications “Record Copy.” To use a DAR record copy, it must contain the tracking information found at the bottom of DAR applications purchased from the DAR’s GRS website. The C.A.R. adds the member number, dates, and checkmarks to approved applications.

### **Using SAR Record Copies**

**SAR accepts facts on record copies of SAR applications approved after 1 January 2012. These applications shall be accepted as evidence of corresponding service, lineage, and related facts on SAR applications. The first application approved after that date is 181935.** However, this is not the case should the post 1 January 2012 record copy contain information previously determined to be incorrect by the SAR and documented by an approved flag, see GCP Sec. 6.2002. Note: there is no straightforward way to identify supplemental applications approved after 1 January 2012. One needs to look for a post 1 January 2012 registration date, see GCP Sec. 3.5004.

Copies of applications approved prior to 1 January 2012 as evidence with respect to the corresponding facts if the SAR verified each fact with a mark. Applications that contain references to SAR applications approved prior to 1 January 2012, may require additional evidence for approval. In some cases, older applications may contain clues to find the actual documentation which could then be located and submitted with the new application. In some cases, sources used in older applications may have since been found to be unreliable and are no longer accepted as sufficient proof of lineage or service, See GCP Sec. 3.5004.

Note the following:

- Pre-1978 applications generally lack supporting documentation. They may require additional research.
- Screen prints of SAR record copies from Ancestry.com do not constitute proof.
- Family Group Sheets printed from the SAR Patriot Index or other sources do not

constitute proof.

- SAR does not accept Information contained in the SAR Patriot and Grave indices as proof of service.
- Do not cite patriot information found in the Patriot Research System as proof of lineage or service.
- SAR evaluates sources used in patriot biographies on a case-by-case basis.

## **Using DAR Record Copies**

In general, DAR Record Copies approved after 1 January 1985, may be used as supporting documentation for SAR applications. **The earliest DAR application approved in 1985, and therefore accepted for these purposes, was for DAR member No. 688702. DAR supplement applications in “Add Vol.” 622 and above will also have approval dates in 1985 or later.**

This shall not apply to portions of those approved DAR applications determined to be incorrect by the DAR, or the SAR or to any verified facts which may be subsequently flagged as incorrect by the DAR. Official copies have verification marks made by the reviewing DAR genealogist and have some indication that they are official copies and not a personal or chapter copy.

The DAR's approval process for electronic applications differs from paper applications in that no verification marks are provided since **ALL** information on a record copy of an electronic application has been verified and should be entered on the SAR application. Any information in error or not proven has been removed from the form.

Information contained in pre-1985 DAR applications may include acceptable evidence if 1) the specific relevant facts have a verification checkmark on each datum or evidence; 2) the sources used are provided; **and** 3) those sources meet current proof standards of acceptability.

Regardless of whether acceptable as evidence, these earlier applications may still be valuable resources to help in further research by applicants.

Note the following:

- **Do not** include the first page of downloaded DAR Record Copies that begin with “What has changed.” Double-sided prints of pages 2-5 of downloaded DAR Record Copies help save paper, postage, and space.
- Submit only DAR record copies acquired from the DAR. The submitted document must contain the DAR citation located at the bottom of the page. **DAR chapter record copies or any other copies are not accepted.**
- If printed on 8 ½” x 11” paper, it must be reduced so that the full page is shown on the smaller paper size, including the copyright footer.
- Do not use entries in “The DAR Patriot Index” as proof of service.
- Do not use copies printed from the DAR GRS website "Descendants Database Search" for proof of lineage or service.
- Do not use pages copied from DAR Lineage Books, or pages copied from DAR State Society“rosters of patriots as proof of lineage or service.

## **Using C.A.R. Record Copies**

As with DAR applications, the SAR accepts C.A.R. applications approved after 1 January 1985 as evidence of lineage and related facts on SAR applications and relies on a copy of an official C.A.R. record copy. **The first C.A.R. new member application in 1985 was No. 130021.**

Information from short-form C.A.R. applications shall be accepted only for those generations on the short form.

Information contained in pre-1985 C.A.R. applications may contain acceptable evidence if 1) the specific relevant facts have a verification checkmark on each datum or evidence; 2) the sources used are provided; and 3) those sources meet current proof standards of acceptability.

Regardless of whether acceptable as evidence, these earlier applications may still be valuable resources to help in further research by applicants.

### **Corrections Made to Earlier SAR, DAR or C.A.R. Applications**

The genealogy staff of these organizations occasionally make handwritten corrections to information submitted by bracketing unsupported information or by annotating a correction. When submitting a new or supplemental SAR, DAR or C.A.R. application, make sure the information listed on the new application reflects these annotations and not the uncorrected information. Use new evidence to update previous information. Include a copy of the new proof in the application package. Omit bracketed (within parentheses) information.

### **Patriot Ancestor and Proof of Service**

The applicant must provide evidence that he is of lineal descent from an ancestor who provided service to the cause of American Independence, see GCP Sec. 1.000.

Acceptable Revolutionary service includes service in the cause of American Independence either in a military capacity, a civil capacity, or by other overt acts of resistance to the authority of Great Britain, including support for the Revolutionary governments. The SAR accepts service rendered between **19 April 1775 and 25 November 1783**, with a few exceptions, see GCP Sec. 2.1000 to 2.4002.

Military Service is service in the army, navy or marines. Service can be at the Continental, provincial, state, or the local level. Both active duty and inactive duty service is acceptable, see GCP Sec. 2.1000.

Civil service is the conduct of public business other than the military under government authority. The service must be for a Revolutionary government and not an occupying British Government. Examples of civil service include members of the Continental Congress's diplomatic service, holding any elected or appointed position, such as state tax commissioner or town treasurer, see GCP Sec. 2.2000 to 2.2002d.

Patriotic Service is service rendered to the cause of American independence that is not a military or civil capacity. Patriotic service may be by either material support or by word. Examples include serving on committees, furnishing supplies, rendering aid, or paying taxes, see GCP Sec 2.3000 to 2.3002.

Provide the patriot's date of birth if available. If it is impossible or impractical to ascertain the date of birth, cite some fact with proof, to show the ancestor was living at the time of the claimed service and of age for the service claimed.

In addition, provide the date of death, if known. If the date of death is not available provide some proven date identified with the ancestor and after the date of service may be used as a substitute (e.g., “aft 1795” when he signed the deed). Include the proof, such as a copy of the deed, with the documentation package.

Providing the residence location of the ancestor and the patriot during the time of the revolution is important. If only one person of the name resides at the location, then this constitutes proof the patriot and the ancestor are the same person, see GCP Sec. 5.5001 to 5.5004

The applicant must provide sufficient evidence that the person claimed as the patriot in the lineage is the same person who performed the service claimed.

Sources of information as to Revolutionary War service:

- Muster and payrolls,
- Minutes of town meetings and similar records of state and county governments, listing those appointed to various committees of safety, road crews, jury service, and other government positions during the War.
- Tax lists that supported the revolution, oaths of allegiance, lists of those providing supplies, and similar records of support for the revolution.
- Account books of State, County, and Town Treasurers showing payment for services directly connected with the Revolutionary War effort.
- Contemporary newspapers, broadsides, letters, or other correspondence.

Copies of original documents are preferred. They can be found in archives, county and state offices, the National Archives, historical societies, and some even in private hands. Images can also be found at websites, such as Fold3.com, familysearch.org, and websites of state archives. Published records are also acceptable. Transcripts are preferable to abstracts, which are preferable to summaries with a reference to the source.

Revolutionary War Pension Files often contain letters from the Commissioner of Pensions that provide a recap of the pensioner’s service in response to inquiries. SAR prefers these letters rather than hand-written documents found in the file as they can usually be reviewed more quickly.

Unsupported statements in town and county histories, biographical dictionaries, family histories and genealogies, and prior applications do not constitute acceptable proof. In the absence of such a record directly stating a service or if such a record may be open to reasonable question, SAR may consider, on a case-by-case basis, credible presentations of evidence that indirectly demonstrate that the ancestor was a supporter of the patriot cause based on a well-prepared argument following the Genealogical Proof Standard described earlier.

Service as a fiduciary such as bondsmen for marriages, executors, and administrators of estates, conservators, guardians, and those appointed to similar positions, and witnesses does not constitute a civil service that qualifies as Revolutionary service. In certain states, however, serving in some of the above positions requires swearing or affirming allegiance. A record of such activities provides indirect evidence that an oath of allegiance was taken. A witness can

qualify for Patriotic Service if his testimony supports the government's efforts to stop activity against itself, such as the sale of arms to the enemy.

Statements of service contained in letters requesting service information from the War Department or other government agency does not constitute service. Statements citing Revolutionary War service on tombstones do not constitute evidence of service.

## **Use of DNA Evidence to Prove Lineage**

### **Introduction and General Information:**

SAR allows the use of DNA evidence only as part of a genealogical proof argument that also requires traditional evidence to prove the lineage. A genealogical proof argument using DNA evidence should be prepared and organized like any other proof argument for an SAR application. Both the DNA evidence and the traditional evidence must be listed in the argument. The proof documentation should be organized in the order used, with the proof argument preceding the documentation and the consent forms following the documentation.

DNA evidence indicating a relationship must be accompanied by consent forms available on [www.sar.org](http://www.sar.org) in the Genealogy Resources section. Consent forms must be submitted by the applicant and any other persons whose matches are used in the proof argument to support the relationship and must include an affidavit from the match acknowledging the relationship with any explanations that may be known.

No raw DNA evidence will be accepted by SAR for an application. Only test results and analyses from acknowledged companies or third-party tools will be accepted. Further, on the actual application, only a reference to "DNA evidence" will be allowed. A record copy of an approved application will be available for copying, but none of the DNA evidence (test results, third-party analyses, etc. – see Appendix C) will be available for copying. The DNA consent forms will also not be available for copying.

### **Use of DNA Evidence for Generations 1 to 2 or Generations 2 to 3:**

The use of DNA evidence for linking generations 1-2 or 2-3 is allowed without the need for a professional genealogist due to some restrictions on scope. Either court-ordered DNA results or autosomal DNA results may be used. If using autosomal DNA results, traditional evidence must also be included as part of the genealogical proof argument. To limit the scope and complexity of the proof argument, only one DNA proof argument is allowed on a given application. Also, only atDNA results with 1500 centimorgans (cM) or higher are allowed. **If the proof argument requires DNA evidence outside the scope restrictions, then a professional genealogist must be engaged as noted below for earlier generations.**

**Court-ordered DNA** results determining paternity/maternity relationships are acceptable. A brief statement from the applicant and/or a biological parent is also needed.

**Autosomal DNA** (atDNA) results should only contain the segment data provided by the testing company. No raw data will be displayed in the test results. Each of the four major DNA testing companies provide the number of shared segments. Three of the four show the number of shared centimorgans (cM). The fourth testing company, 23andme, uses shared percentages. To convert

the percentage into centimorgans, multiply your percentage by 68 to get a close measurement. If using a third-party tool such as Gedmatch the segment data will be displayed on a chromosome matching tool to show the segments on each chromosome where any DNA matches are present. The segment data has start and stop locations on the chromosomes and doesn't contain any specific genetic information.

#### **Use of DNA Evidence for Earlier Generational Links:**

To provide DNA evidence for linking generations earlier than generations 1-2 or 2-3, the DNA proof argument must be researched and prepared by a professional genealogist with expertise in DNA analysis such as a genealogist with certification by the Board for the Certification of Genealogists with a research specialty in DNA. **The applicant must find, select, and bear the cost of the accepted genealogist.** The genealogist must provide a detailed report with documentation plus an executive summary (see example in Appendix C).

To find a qualified genealogist, go to the Board for Certification of Genealogists website ([bcgcertification.org](http://bcgcertification.org)) and click on “Find a Certified Genealogist” at the top of the home page. In the search form for the Directory of Certified Genealogists, enter “DNA” in the field for “Research Specialties” and click on “Yes” for “Accepts Clients.” Then click on “Search.” Clicking on any name that comes up will provide you with their contact information and other details.

#### **Using Inadmissible Documents as Evidence**

Documents that state beliefs or conclusions, but which lack acceptable source citations do not constitute valid or acceptable evidence, see GCP Sec. 3.5006. The following lists some of these:

- Un-sourced newspaper articles are not acceptable proof. However, obituaries and marriage announcements are acceptable.
- Published accounts, including family histories, local histories, biographical dictionaries, and newspaper articles not contemporary to either persons or events reported, unless they include acceptable source citations.
- Undocumented family trees, family group sheets or information found on online websites, including GEDCOMs, Ancestry.com, World Family Tree, Rootsweb.com, and similar sites, or from personal online family pages.
- LDS Ancestral File and/or IGI records.
- AGBI (American Genealogical and Biographical Index) found on Ancestry.com.
- US and International Marriage Records from Ancestry.com.
- Documents so illegible that the applicant has had to write in the pertinent information.
- Unpublished transcriptions of wills or other legal documents posted online.
- Photographs with names or other information entered by the applicant to show lineage.
- Index cards, such as the Mennonite Index Cards. (Submit the actual proof cited on the card, not just the index card.)
- Pages printed from the SAR Patriot and Grave Search, SAR Patriot Research System and DAR Genealogical Research System.

## **Corrections/Changes to Approved Applications**

Generally, policy does not allow amendments to already approved applications. Applicants may provide new information by either submission of a new SAR application for the same patriot and lineage by a qualifying relative of the original applicant or submission of a supplement application based on a different genealogical lineage leading to the same patriot ancestor. You can appeal an adverse decision made to an approved application under certain limits, see Appendix I. See GCP Sec. 6.2001 for further information.

## **Using a Proof Argument**

Despite best efforts, it may not be possible to prove lineage or patriotic service using direct evidence alone. An option is to establish proofs using a proof argument. [NOTE: The terms proof argument and proof summary are interchangeable. Proof summaries tend to be shorter and require less evidence to arrive at a conclusion, but this may not always be the case. The Application Preparation Guide will from now on use the term “proof argument.” However, some examples in Appendix E use the term “proof summary.”]

The process requires using several independent documents, none of which in themselves are sufficient but may build a case that proves the lineage or service. (See Appendix D for additional information on Standards of Documentation.)

A proof argument may take many forms. The SAR Proof Argument Analysis Tool and the SAR Service Analysis Tool may be used when submitting a genealogical proof argument as a suggested implementation to the preparation of a proof argument which follows the GPS, as outlined in The BCG Genealogical Standards Manual.

See Appendix E for examples of proof arguments. Proof arguments should include the following elements:

- 1) state the problem,
- 2) state why the proof argument is needed,
- 3) a listing of the included documents,
- 4) analysis of each document used and how it fits in resolving the problem, and
- 5) a conclusion based on the analysis.

In each case, proof arguments should exhaust available sources and address any conflicting evidence, such as multiple individuals of the same name living in the same location. Include in the proof argument all sources mentioned in the analysis.

NOTE 1.: Submit a separate proof argument for each link that is not established using acceptable evidence or in situations where there is conflicting evidence.

## **Presentation of Source Documents**

The following provides guidance on how source documents should appear as part of the application package.

## **Vital Records**

Include photocopies, not original documents, with supporting documentation. SAR will not return original documents, see GCP Sec. 3.9001.

## **Preferred Paper Size**

By policy, all pages of documentation should be submitted on standard 8 1/2" by 11" or 8 1/2" by 14" white paper. However, it is preferred that all documents be submitted on 8 1/2" by 11" paper if possible. That is, the Staff requests all documents be printed on 8 1/2 by 11 papers. Reduce legal-sized documents, such as DAR Record Copies, to the standard paper size. Smaller documents should be scanned to fit on an 8 1/2 by 11" page, see GCP Sec. 6.1003.

## **Staples and Paperclips**

Do not use staples or paperclips within the documentation package. Use only a single appropriately sized binder clip to hold the complete package together. Consider using appropriately sized paperclips only with very thin application packages if their use does not crease the pages.

## **Attachments and Divider Pages**

Do not attach anything to the supporting documentation. Do not place post-it or similar notes, labels, or tabs anywhere on the supporting documentation as this slows the scanning of documentation. Do not use divider pages to separate the generations.

## **Two-Sided Printing**

New genealogy scanners can scan both sides of a page. Multiple-page source documents may be printed on both sides of the paper.

## **Complete Documentation Pages**

Each piece of documentation must contain the entire image of the document. If a pertinent section is difficult to read, print a partial blow-up of that section and place it on the reverse of the same page. Orient all documents properly (portrait or landscape) to maximize readability. Include the page containing the column titles.

Do not submit more than one source document on a single page or sheet. Do not print two documents from two different sources on the opposite sides of a single sheet of paper.

## **Missing Documentation**

Submit all documentation listed on the application with the application.

## **Legibility**

All documentation must be legible, see GCP Sec. 6.1003. If the record is difficult to read, try cropping out white or black space that surrounds the original document. Also blowing up the section of relevance and printing the blown-up section on the reverse (the obverse must include the complete documentation page, so no part is missing). If the document is too light to easily read, try to darken it prior to submission. (Printed documents generally are not to be as legible as images on the computer screen.)

## **Superimposed Images**

Do not put enlargements or superimposed images on the same page as the original document. Do not place enlargements or superimposed images of pertinent information above or below the original image as they may obscure other parts of the page. Place enlargements on the reverse side of the document if needed for legibility.

## **Highlighters and Markers**

Do not use highlighters or markers on documentation to indicate important text. Felt-tip pens or highlighters can obliterate the text they cover or touch when copied or scanned.

## **Annotations**

Do not make any annotations or corrections to the documents submitted. Documents must be taken at face value. Extraneous annotations by others on records are not generally acceptable. This includes such things as annotations listing the family with a photo or transcriptions of a tombstone record.

## **Underlining Source Documents**

Underline relevant passages (with a fine-tip red pen aided by a ruler or computer equivalent) in the document that supports the proof. Write the generation number to which the passage applies in the margin beside the underlined passage(s), see GCP Sec. 3.9004. Place all generation numbers to which the document applies using a red fine-tip pen or word processor at the top of the document. Applicants may place vertical lines in red in the margin to highlight pertinent text. Do not underline tombstone inscriptions or information in DAR or SAR Record Copies.

## **Source Citations on Documentation**

In general, documents do not require source citations if the document is self-identifying such as, birth, death, and marriage certificates and census records. Other records that are not self-identifying, such as town records (inscribed in book form) or handwritten records, like a marriage consent where the source and location are not apparent benefit from the placement of a source citation on the document. Preferably this would appear at the top in red along with the generation numbers discussed above.

Identify documents downloaded from the internet. Cite the name of the website, document name or provide a sufficient description of the document in red at the top of the page so that a search of the internet will locate the document. If providing the internet address (URL), it should appear on the documentation not on the application as internet addresses are sometimes very long and may change, see GCP Sec. 3.1000.

## **Multiple Copies of Same Documents**

Do not submit duplicate pages of a documentation source. Only one copy of a document is needed, regardless of how many generations that document mentions. Mark the generation numbers to which the document pertains at the top of the first page of that document. Reference the document in each corresponding references section in the documentation proofs on the Application form.

There is no set format on how to indicate a document appears with a previous generation's documents. One way of doing this is to place the same citation in the second generation's reference section followed by the generation number where the document appears. For example, "b/c – Tom Jones" appears in the generation 1 reference section then "b/c – Tom Jones (gen 1)" appears at the end of gen 2's reference section.

### **Redundant or Extraneous Information**

Do not add redundant information when the package already contains adequate proof. Use a proof argument if one document is not strong enough to resolve conflicting evidence. Do not provide an index along with a vital record submitted. Do not supply census summary pages, just a copy of the actual census page. Obituaries are welcome even if they contain redundant information. Obituaries sometimes contain family information that may help prove the relationship between the deceased and another family member not listed on the death record.

### **Pages Required with Published Records**

All published sources submitted as proof must include both the page(s) of interest and the title page providing the title, author, and date of publication. If a source uses abbreviations include the "key to abbreviations" page. If the published source has multiple pages referencing the same surname (such as an alphabetized list of vital records) and the page of interest does not contain the surname, then submit all the previous pages beginning at the point where the surname should appear. Provide these pages in addition to the page of interest and the title page.

### **Abstracted Records**

Published full transcriptions of documents are preferable to abstracts. Either must contain source information, including state, county, volume/book, and the page number.

### **Proof of the Maternal Bloodline**

If the bloodline goes through the maternal side, there must be acceptable evidence of the connection between the woman and her parents, as well as between the woman and her child. A will or Bible record explicitly describing the relationship is of course preferred. By themselves, census records usually will not suffice, unless one shows the father and/or mother living in the married daughter's household, but other indirect evidence may establish the linkage. If a will, deed, or court record cites her maiden name but does not indicate her married name ("to my daughter Mary"), more proof is required to show the marriage and establish both her married and maiden names.

### **Death Certificates of Remarried Wives**

If the wife of a bloodline remarries and the name on her death certificate reflects that of her second spouse, the applicant must submit proof of the name change from that of the bloodline spouse.

### **Initials or Use of Middle Names Instead of First Names**

Documents containing initials rather than a full given name can be problematic, and normally require additional supporting evidence that the subject is the correct person. One cannot assume

that one record referring to J. W. Smith and another referring to J. Smith or John Smith, refer to J. William Smith, without additional evidence that J. William went by both names. Use other records to show this. Use records such as a census recording the names of other family members in the household with him.

## Citing Sources on the Application

This section provides guidance on citing sources on the application form. The sources of information can be important for future use. Researchers may wish to determine whether a source of information sheds light on an issue not involved in proving lineage or service.

Incomplete citations such as “death certificate,” “census record” and “family history” are of little help for future research. While not required, adhering to the following guideline will enhance the future value of our applications.

### **Birth, Marriage, and Death Certificates or Licenses**

Use the abbreviation “b/c,” “b/r,” “m/c,” “m/l,” “m/r,” “d/r” or “d/c,” etc., and cite the name of the subject. Add initials if necessary to prevent ambiguity. Unless there is some special reason for indicating the year or place where a vital record is located, that information is not needed since the date and place is already provided on the document and the application.

- b/c – John Smith
- m/c – John Smith to Jane Doe
- delayed b/c – Mary Walser, Sacramento Co. CA, 1952. *[In this case, the person was born in 1889 but the delayed birth certificate was issued in California in 1952].*

### **Census Records**

Provide the census year, county, state, and name of the head of the household as found in the census.

- 1860 cen. Clayton Co., GA, p. 193, John Smith, hh.

### **Published Records**

Provide the name of the volume, the year published, and page number(s) of interest. It is important that future researchers be able to distinguish the book used from others with a similar title or publication date.

- “History of Clayton County, Iowa,” 1882, p. 691.

### **Court Records (Probate, Land, etc.)**

Provide the place, year, volume, page, and name of persons of interest.

- Loudoun Co., VA Deed Bk R (1789), p. 440, Ashley to Mann.
- Lancaster Co., SC Minutes Court of Equity, Bk B (1834-1841), pp. 222-223, Terrill heirs.

### **Bible Records**

Provide original owner and publication date.

- Meshak Vanlandingham Family Bible, 1837

## **Newspaper Articles**

Provide the type of article, person of interest, newspaper, and page.

- Obit John Smith, San Francisco Call, 21 Feb 1885, p. 4.

## **SAR, DAR or C.A.R. Record Copy**

Provide the SAR, DAR, or C.A.R. member number and the name of the patriot. [Note: The Genealogy Staff does not need a copy of the SAR Record Copy since the genealogy staff has access to it already. However, State and Chapter Registrars will need a copy for the verification process.]

- SAR RC #156802 – Samuel Hoard.
- DAR RC #809020 – Richard Terrill.
- C.A.R. RC #231066 – John Smith

## **SAR, DAR or C.A.R. Record Copy for Proof of Service**

Provide the SAR, DAR, or C.A.R. member number and the name of the patriot, then add the sources cited and the proof of service from the record copy.

- SAR RC #184244 – Zephaniah Holcomb cites Roberts, NY in the Rev, pp. 111, 113; O’Callaghan, Docs Rel to the Col History of State of NY, “NY in the Rev,” Vol 15, p. 396.
- DAR RC #965138 – Andreas Gerberich cites PA Archives, 5<sup>th</sup> Series, Vol. 17, p. 620.
- C.A.R. RC #231066 – John Smith cites PA Archives, 5<sup>th</sup> Series, Vol. 17, p. 620.

## **Tombstones**

Only information from a period-appropriate and readable tombstone, cemetery name, and cemetery location is acceptable. State tombstone or gravestone followed by the name of the deceased, include the name of the cemetery and provide its location. In the case of images from Find a Grave, add the memorial number. Note: Find a Grave memorial numbers provide easy and quick access to their grave site which in turn may provide additional research leads

- Gravestone – Josiah Smith, Hollywood Cemetery, Richmond, VA.
- Tombstone – Josiah Smith, memorial #78888, Hollywood Cemetery, Richmond, VA.

## **Proof Arguments**

List proof arguments in the appropriate section of the application with the headings “Reference” or “Proof of Service,” see GCP Sec. 3.2000. If the application contains more than one proof argument, they should have different designations. List the proof argument’s supporting documentation in the proof argument (see GCP Sec 3.0000) and in the “Reference” or “Proof of Service” sections, see GCP Sec 3.1000.

The proof argument including supporting documentation citations should be listed in the reference sections as follows:

- **Name of the proof argument: citation of the first supporting document; citation of the second supporting document; etc.**
- If needed, document citations may be carried over onto another legal-size SAR bond, watermarked paper. Please stipulate the generations to which they apply.

## **DNA Proof Arguments**

In the Reference sections of both generations involved in the proof argument, the citation should be included as follows:

**“DNA proof argument: DNA evidence,” (followed by citing each piece of traditional evidence, unless the applicant specifically requests certain documents not be listed)**

## **Citing Examples of Service on the Application**

The following is a list of examples of service to the cause of American independence. The information should be placed at the beginning of the application in the section following the words, “who assisted in establishing American Independence while acting in the capacity of:” There are several common forms of examples of service. One identifies the position held by the Revolutionary ancestor. For example.

- Overseer of road, Loudoun Co VA
- Juror, Chatham Co NC
- Pvt, Capt. Ebenezer Slisson’s Co of Minute Men, Col. Samuel Drake’s Regt., Westchester County, Nov. 1775-Feb. 1776.

A second form identifies the activity that supported the Revolution and is appropriate when the activity was not performed as a duty of a particular office or position held.

- Providing 375 pounds of beef, Botetourt County, VA
- Swearing allegiance and fidelity before Justice Richard Bond, Cecil Co, MD
- Signing a petition from Pr. Edward Co VA to VA House of Delegates requesting religious freedom, 24 Sep 1776

A third example combines the two, identifying the position and the activity. For example,

- Pvt, Capt. Wilson’s Co Augusta Co VA Militia marched from Staunton, VA to Guilford, N.C.; Capt. Wallace’s VA Company and in Capt. S. Stribling’s Co., 2<sup>nd</sup> VA Detachment. Served in the battles of Guilford, Camden, and Ninety-Six where he was wounded. Served 18 months.

There may not be sufficient room for combination descriptions of service without an additional page. Details about a specific activity, especially military service, is important and can always be included in a patriot biography rather than on the application.

# Appendix A: Sample Application Form

Note: the following example is an example of the online version of the application.

**SAR** DAWN OF THE AMERICAN REVOLUTION  
APPLICATION FOR MEMBERSHIP

Application Type: <u>Regular</u>	ACN: <u>1660747829</u>	National Number: _____															
State Society: <u>Virginia SAR</u>	Chapter: <u>Augusta Declaration</u>	State Number: <u>0</u>															
NAME OF APPLICANT: <u>Member Middle Name</u>	Age: <u>69</u>																
Address: <u>1111 Middle Street, Small Town Virginia 22222</u>																	
Phone: <u>(111) 111-1111</u>	Email: <u>member.name@gmail.com</u>																
Name as you wish it to appear on SAR Certificate: <u>Member Middle Name</u>																	
<b>REVOLUTIONARY PATRIOT ANCESTOR</b>																	
I hereby apply for membership in this Society by the right of bloodline descent from <u>Philip Kilmer/Gilmer</u> Gen # <u>7</u> who assisted in establishing American Independence while acting in the capacity of:																	
<u>Pvt. in Capt. Hugh Peden's Co., Rapho Twp, Lancaster Co., PA, 1779; 1779 Rapho Twp, Lancaster Co., PA Tax Assessment</u>																	
<b>PROOF OF SERVICE</b>																	
<u>U.S. Roster of Rev War Soldiers and Sailors, 1775-1783, p. 684; PA Archives, series 3, Vol VI, pp. 610-611; PA Archives, Series 3, Vol XXII, pp. 343, 351; Rapho Twp, Lancaster Co, PA, Tax Assessment</u>																	
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Burial Location: <u>Kilmer Cemetery</u> <u>Port Royal / Juanita / PA</u>																	
<b>STATEMENT OF BLOODLINE TO PATRIOT ANCESTOR</b>																	
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5 - Great <sup>2</sup> Grandson of Peter Kilmer  
 NSSAR# \_\_\_\_\_ born cal 13 Dec 1815 PA  
 and his wife Frances "Fannie" Woods died 18 May 1881 Turbett Twp / PA  
 NSDAR# \_\_\_\_\_ born \_\_\_\_\_ PA  
 Who is the son X /daughter \_\_\_\_\_ of died 1864 bur Port Royal / Juniata / PA  
 married \_\_\_\_\_

References:

**d/4 – Peter Kilmer; Juniata Co., PA Will Book A, pp. 238-240 – LWT of Philip Kilmer; t/s – gravesite photo in Kilmer Cemetery, Port Royal, Juniata Co., PA – Fannie Kilmer, 1860 cen. Juniata Co., PA, p. 7 – Philip Name, hh (gen 4); 1870 cen. Juniata Co., PA, p. 9 – Philip Name, hh, (gen 4); d/c – Philip Name (gen 4)**

6 - Great <sup>3</sup> Grandson of Philip Kilmer  
 NSSAR# \_\_\_\_\_ born \_\_\_\_\_  
 and his wife Mary Rice died Bef 28 Feb 1843 PA  
 NSDAR# \_\_\_\_\_ born cal 1786 \_\_\_\_\_  
 Who is the son X /daughter \_\_\_\_\_ of died 30 May 1870 Turbett Twp / Juniata / PA  
 married \_\_\_\_\_

References:

**obit – Mary Rice Kilmer; Juanita Co., PA Will Book A, pp. 182-183; Mifflin Co., PA Estate Record #2438-LWT of Philip Kilmer; Mifflin Co., PA Deed Book N, p. 476-477; Mifflin Co., PA Deed Book N, p. 512-514; 1870 cen. Juniata Co., PA, p. 9 – Philip Kilmer; hh (gen 4); Juniata Co., PA Will Book A, pp 238-240 – LWT of Philip Kilmer (gen 5)**

7 - Great <sup>4</sup> Grandson of Philip Kilmer/Gilmer  
 NSSAR# \_\_\_\_\_ born Abt 1759 \_\_\_\_\_  
 and his wife Susannah died Bef 19 Aug 1816 liv Milford Twp / Mifflin / PA  
 NSDAR# \_\_\_\_\_ born \_\_\_\_\_  
 Who is the son X /daughter \_\_\_\_\_ of died Aft 23 Sep 1818 \_\_\_\_\_  
 married \_\_\_\_\_

References:

**Proof Summary: Cumberland Co., PA, Deed Book 1, p. 132; Mifflin Co., PA Estate Record #2438-LWT of Philip Kilmer; Mifflin Co., PA Deed Book N, p. 476-477 (gen 6); Mifflin Co., PA Deed Book N, p. 512-514 (gen 6)**

#### APPLICATION CERTIFICATION

I. Member Middle Name

certify that I meet the eligibility requirements of Article III  
of the

Constitution of the National Society of the Sons of the American Revolution, namely that an applicant must be a male, a citizen of good repute in the community, does not advocate the overthrow of the Government of the United States by use of force or violence, and is the lineal descendant of an ancestor who was at the time of his last known service demonstrated loyalty to, and rendered active service in the cause of American Independence. I further assert that I have examined this completed application and the documentation submitted to prove the facts and statements herein, and to the best of my knowledge and belief, the facts and statements herein are true and correct. I request that the Society act upon my representations and grant me membership.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

#### SPONSOR CERTIFICATION

SPONSOR (New Member Only)

Printed Name: Compatriot Name NSSAR# 11111 Signature: \_\_\_\_\_

CO-SPONSOR (New Member Only)

Printed Name: Member Name NSSAR# 22222 Signature: \_\_\_\_\_

#### STATE SOCIETY CERTIFICATION

State Registrar: \_\_\_\_\_ Approved: \_\_\_\_\_

State Secretary: \_\_\_\_\_ Approved: \_\_\_\_\_

Accepted by the State Board of Management (optional): \_\_\_\_\_ Accepted: \_\_\_\_\_

Sent to National Headquarters: \_\_\_\_\_ Date: \_\_\_\_\_

#### NATIONAL SOCIETY CERTIFICATION

Received at National Headquarters: \_\_\_\_\_ Date: \_\_\_\_\_

Genealogist General: \_\_\_\_\_ By: \_\_\_\_\_ Approved: \_\_\_\_\_

Registrar General: \_\_\_\_\_ Registered on: \_\_\_\_\_

**Note: the following example is an example the Word version of the application. The PDF and online applications are slightly different but the key application requirements remain the same.**

APPLICATION TYPE:  
 MEMORIAL MEMBERSHIP  
 REGULAR MEMBERSHIP  
 JUNIOR MEMBERSHIP  
 SUPPLEMENTAL



National number:

State number:

Augusta Declaration Chapter, the Virginia State Society

**NATIONAL SOCIETY**  
**SONS OF THE AMERICAN REVOLUTION**

I hereby apply for membership in this Society by the right of bloodline descent from: **Philip Kilmer**  
 Gen # 7 who assisted in establishing American Independence while acting in the capacity of: **Pvt. in Capt. Hugh Peden's Co., Rapho Twp, Lancaster Co., PA, 1779; 1779 Rapho Twp, Lancaster Co., PS Tax Assessment**

<u>NAME OF APPLICANT</u>	<u>Member</u> (First)	<u>Middle</u> (Middle)	<u>Name</u> (Last)	Age: 68
--------------------------	--------------------------	---------------------------	-----------------------	---------

Address: 1111 Middle Street Small Town, Virginia 22222

Phone: 111 111-1111 Email: member.name@gmail.com

Name as you wish it to appear on SAR Certificate: Member Middle Name

**STATEMENT OF BLOODLINE TO PATRIOT ANCESTOR**

(Give all names, dates, and places known. Show dates as day, month, and year e.g. 01 Jan 1900)

			DATE	CITY/COUNTY	STATE
1. I am and my NSDAR#	<b>Member Middle Name</b>  (If Remarried) my NSDAR#	born born died  married born died married	10 Mar 1954	Smallton/Jefferson/	VA
2. I am the son of NSSAR# and his wife NSDAR# Who is the son X /daughter <input type="checkbox"/> of	<b>John Jones Name</b>  <b>Mary Elizabeth Smith</b>  Who is the son X /daughter <input type="checkbox"/> of	born died born died married	30 Apr 1918 24 Apr 2003 10 Jun 1920 01 Feb 2016 22 Nov 1950	Newton/Jefferson/ /Jefferson/ /Washington/ /Jefferson/ Middletown/Washington/	VA VA VA VA VA
3. Grandson of NSSAR# and his wife NSDAR# Who is the son X /daughter <input type="checkbox"/> of	<b>Jeremiah Jones Name</b>  <b>Mrs. Mary Temple (Moss)Jackson</b>  Who is the son X /daughter <input type="checkbox"/> of	born died born died married	15 Jul 1887 Sep 1974 22 Jun 1888 Aug 1983 03 Jun 1911	Jackson Twp // bur Jackson Twp / Bell/ Jackson Twp // bur Jackson Twp / Bell/ Jackson Twp //	VA VA VA VA VA
4. Great-Grandson of NSSAR# and his wife NSDAR# Who is the son <input type="checkbox"/> /daughter X of	<b>Philip Name</b>  <b>Susan Elizabeth "Lissie" Kilmer</b>  Who is the son <input type="checkbox"/> /daughter X of	born died born died married	11 Nov 1849 29 Apr 1928 15 May 1849 30 Nov 1915 01 Aug 1873	Jackson Twp // Jackson Twp // Jackson Twp // Jackson Twp // Loyville //	PA VA PA VA PA
5. Great <sup>2</sup> Grandson of NSSAR# and his wife NSDAR# Who is the son X /daughter <input type="checkbox"/> of	<b>Peter Kilmer</b>  <b>Frances "Fannie" Woods</b>  Who is the son X /daughter <input type="checkbox"/> of	born died born died married	13 Dec 1815 18 May 1881 1864	Turbett Twp / Turbett Twp / bur Port Royal / Juniata/	PA PA PA
6. Great <sup>3</sup> Grandson of NSSAR# and his wife NSDAR# Who is the son <input type="checkbox"/> /daughter <input type="checkbox"/> of	<b>Philip Kilmer</b>  <b>Mary Rice</b>  Who is the son <input type="checkbox"/> /daughter <input type="checkbox"/> of	born died born died married	bef 28 Feb 1843 1786 30 May 1870		PA
7. Great <sup>4</sup> Grandson of and his wife Who is the son <input type="checkbox"/> /daughter <input type="checkbox"/> of	<b>Philip Kilmer/Gilmer</b>  <b>Susannah</b>  Who is the son <input type="checkbox"/> /daughter <input type="checkbox"/> of	born died born died married	abt 1759 bef 19 Aug 1816 liv Milford Twp / Mifflin/ aft 23 Sep 1818		PA
8. Great <sup>5</sup> Grandson of and his wife Who is the son <input type="checkbox"/> /daughter <input type="checkbox"/> of		born died born died married			
9. Great <sup>6</sup> Grandson of and his wife Who is the son <input type="checkbox"/> /daughter <input type="checkbox"/> of		born died born died married			
10. Great <sup>7</sup> Grandson of and his wife		born died born died			

Who is the son  /daughter  of married  
 REVOLUTIONARY WAR ANCESTOR—Gen. 7  
 BURIED in the Kilmer Cemetery at Port Royal / Juanita PA  
 REFERENCES: Proof is needed only for individuals in the bloodline. Furnish a copy of each piece of evidence such as: birth certificate; marriage, baptismal, or cemetery record with parents' names; census 1850 or later; explicit Bible record; court document title page and pertinent pages of annotated publications; DAR *record copy*.

My Gen. (Birth Certificate or equal showing parents) **b/c – Member Middle Name.**

2<sup>nd</sup> Gen. SSACI – John Jones Name; d/r – John Jones Name; b/r – Mary Elizabeth Smith; obit – Mary Elizabeth Smith, Jefferson News, 03 Feb 2016, p.8; m/r John Jones Name to Mary Elizabeth Smith; 1920 cen. Bell Co., VA, - Jeremiah Jones Name, hh.; **b/c – Member Middle Name (gen 1).**

3<sup>rd</sup> Gen. WW I Draft Jeremiah Jones Name; SSDI – Jeremiah Jones Name; 1900 cen. Bell Co., VA, p.2 – Philip Name hh.; SSDI Mary Temple Moss; m/r – Harrisburg Telegraph, Issue 23 Aug 1912, p. 1 – Jeremiah Jones Name and Mary Temple Moss; TS – Jeremiah Jones Name to Mary Temple Moss; SSACI – John Jones Name (gen 2); m/r – John Jones Name to Mary Elizabeth Smith (gen 2).

4<sup>th</sup> Gen. d/c – Philip Name; d/c – Susan Elizabeth Kilmer; m/r – Philip Name to Susan Elizabeth Kilmer; 1870 cen. Juanita Co., PA, p. 9, - Philip Name, hh.; 1860 cen. Juniata Co., PA – Philip Name, hh.; m/r – Harrisburg Telegraph, Issue 23, 23 Aug 1912, p.1 - Jeremiah Jones Name and Mary Temple Moss (gen 3); 1900 cen. Bell Co., VA, p. 2 – Philip Name hh. (gen 3).

5<sup>th</sup> Gen. d/4 – Peter Kilmer; Juniata Co., PA Will Book A, pp. 238-240 – LWT of Philip Kilmer; t/s – gravesite photo in Kilmer Cemetery, Port Royal, Juniata Co., PA – Fannie Kilmer, 1860 cen. Juniata Co., PA, p. 7 – Philip Name, hh (gen 4); 1870 cen. Juniata Co., PA, p. 9 – Philip Name, hh., (gen 4); d/c – Philip Name (gen 4).

6<sup>th</sup> Gen. obit – Mary Rice Kilmer; Juanita Co., PA Will Book A, pp. 182-183; Mifflin Co., PA Estate Record #2438-LWT of Philip Kilmer; Mifflin Co., PA Deed Book N, p. 476-477; Mifflin Co., PA Deed Book N, p. 512-514; 1870 cen. Juniata Co., PA, p. 9 – Philip Kilmer; hh (gen 4); Juniata Co., PA Will Book A, pp 238-240 – LWT of Philip Kilmer (gen 5).

7<sup>th</sup> Gen. Proof Summary: Cumberland Co., PA, Deed Book 1, p. 132; Mifflin Co., PA Estate Record #2438-LWT of Philip Kilmer; Mifflin Co., PA Deed Book N, p. 476-477 (gen 6); Mifflin Co., PA Deed Book N, p. 512-514 (gen 6).

8<sup>th</sup> Gen.

9<sup>th</sup> Gen.

10<sup>th</sup> Gen.

11<sup>th</sup> Gen.

REFERENCES to Ancestor's Revolutionary War Service U.S. Roster of Rev War Soldiers and Sailors, 1775-1783, p. 684; PA Archives, series 3, Vol VI, pp. 610-611; PA Archives, Series 3, Vol XXII, pp. 343, 351; Rapho Twp, Lancaster Co, PA, Tax Assessment

I, **Member Middle Name**, certify that I meet the eligibility requirements of Article III of the Constitution of the National Society of the Sons of the American Revolution, namely that an applicant must be a male, a citizen of good repute in the community, does not advocate the overthrow of the Government of the United States by use of force or violence, and is the lineal descendant of an ancestor who was at all times unfailing in loyalty to, and rendered active service in the cause of American Independence. I further assert that I have examined this completed application and the documentation submitted to prove the facts and statements herein, and to the best of my knowledge and belief, the facts and statements herein are true and correct. I request that the Society act upon my representations and grant me membership.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

RECOMMENDED BY THE UNDERSIGNED MEMBERS

Sponsor	Co-Sponsor
Name: <b>Compatriot Name</b>	Name: <b>Member Name</b>
Address: <b>1 Washington St, Middletown, VA 22222</b>	

Signed: _____	Signed: _____
NSSAR#: <b>111111</b>	NSSAR#: <b>222222</b>
Date: _____	Date: _____

**STATE SOCIETY CERTIFICATION**

State Registrar: \_\_\_\_\_

Date Approved: \_\_\_\_\_

State Secretary: \_\_\_\_\_  
 Accepted by the State Board of Management (optional): \_\_\_\_\_

Date Approved: \_\_\_\_\_  
 Date Accepted: \_\_\_\_\_

Sent to National Headquarters: \_\_\_\_\_

Date: \_\_\_\_\_

**NATIONAL SOCIETY CERTIFICATION**

Received at National Headquarters: \_\_\_\_\_

Date: \_\_\_\_\_

Genealogist General: \_\_\_\_\_ By: \_\_\_\_\_

Approved: \_\_\_\_\_

Registrar General: \_\_\_\_\_

Registered on: \_\_\_\_\_  
 Deceased on: \_\_\_\_\_

# Appendix B: Application Requirements List

## NSSAR NEW & SUPPLEMENTAL MEMBERSHIP APPLICATION CHECKLIST

**Applicant Name:** \_\_\_\_\_ **Patriot:** \_\_\_\_\_

Reference Abbreviations:

APG = Application Preparation Guide

GCP = Genealogy Committee Policies

\* = Items that will cause delaying the application from NSSAR review until resolved

### **STATE POINT of CONTACT (SPoC) REVIEW**

\*1. **Application paper & printing must be on forms** dated 2017 or later, typed or computer-printed with black ink & must be neat & not smudged or produced with loose toner, but may contain no more than 5 very minor neat corrections in ink. Must be printed on both sides as legal size on official SAR-watermarked bond paper. Page 2 must be on back side of sheet with page 1 with the tops of both pages on the same edge. Same for additional pages if needed. Nothing may be attached to the application form by staples, glue, tape, pins, thread, or other means. (GCP 6.1001, 03 Oct 2025) (APG, 03 Jan 2026, pp 9-10)

\*2. **Applicant must sign the application unless another is allowed to sign on his behalf.** New member applications must be signed by a sponsor and co-sponsor who are members in good standing. A memorial application is to be signed by an adult member for the deceased applicant. All applications must be signed by state registrar. New applications must be signed by state secretary. (GCP 6.1002, 03 Oct 2025) (APG, 03 Jan 2026, p 13)

\*3. **Birth certificate or court order is required for all new applicants that specifies his gender as male.** Short-form birth certificates that do not identify the parents are insufficient. The prospective applicant should certify that to the best of his knowledge that his lineage to the patriot ancestor does not include any adoptions that would affect that direct lineage. (GCP 5.4001, 03 Oct 2025) (APG, 03 Jan 2026, pp 13-14)

\*4. **All dates must be entered using the format “01 Jan 1900,” using only the first three letters of each month** (with one space between the day, month, and year, and with no hyphens, slash marks, or periods). (GCP 3.6002, 03 Oct 2025) (APG, 03 Jan 2026, p 12)

\*5. **If using a DAR application as proof, it must: (1) be an official DAR record copy (not a chapter copy), and (2) include all four pages (but not the cover page), printed in their entirety.** If printed on 8-1/2 x 11 paper, it must be reduced so that the full page is shown on the smaller paper. (GCP 6.1003b, 03 Oct 2025) (APG, 03 Jan 2026, p 17)

### **FULL REVIEW**

#### **A. General Requirements**

1. **The documentation must be organized beginning with the applicant’s birth certificate (new applications only), followed by the rest of the documentation in generational order.** If a source document covers multiple generations, place it with the most recent generation for which it applies. If submitting multiple applications for the same patriot, submit only one set of documentation for shared generations and include it with the documentation for the “primary” family member (usually the oldest). Other family members should each have a documentation

set of just their unique documentation, even if only their birth certificate. (APG, 03 Jan 2026, pp 6-8, 24-25)

2. The font size for PDF, MS Word, and Cox software versions must be no less than 10 pt., with 12 pt. preferred. For the online application, the scale on the print setup must be between 90 and 110% AND the page break between pages 1 and 2 must occur between generations. (GCP 6.1001, 03 Oct 2025) (APG, 03 Jan 2026, p 10)

3. Supporting documentation must be submitted on paper and should be printed on 8 1/2" x 11" or 8 1/2" x 14" white paper. Documentation must not be stapled, glued, taped, pinned, etc. All documentation must be legible for the information being introduced as evidence. (GCP 6.1003, 03 Oct 2025) (APG, 03 Jan 2026, p 22-23)

## **B. Patriot Ancestor Name & Description of Service**

**LIST ON THE APPLICATION ONLY INFORMATION FOR WHICH A PROOF IS GIVEN.**  
(GCP 3.5001, 03 Oct 2025) (APG, 03 Jan 2026, p 10)

1. Patriot's name ONLY must be entered in first field after "I hereby apply for membership in this Society by the right of bloodline descent from:". The spelling of his/her name must match his/her name spelling in the lineage section. (Automatically entered with online application; enter manually otherwise) (Do not include a patriot's title or military rank or any type of patriot/SAR/DAR numbers; only his/her name is to be entered in that field.) (GCP 4.1000, 03 Oct 2025) (APG, 03 Jan 2026, p 11)

2. The Patriot's name should reflect the name as spelled on the records of the day. Use slashes to indicate additional spellings of the name. (APG, 03 Jan 2026, p 11)

3. Patriot's service information must be entered in the next field after "...while acting in the capacity of:". The service description should be an actual description, not just the type of qualifying service such as "Patriotic Service, VA" nor just an SAR or DAR national number. See Appendix G in APG for proper format and abbreviations of rank, title, military unit, state, etc. (APG, 03 Jan 2026, p 11 & Appendix G)

## **C. Patriot Ancestor Proof of Service**

1. If the applicant is not citing a previously approved SAR, DAR, or C.A.R. application, the proof of service using acceptable sources must be provided. When proof of service documents are not submitted, but are derived from a previous SAR, DAR, or C.A.R. application, enter "SAR (or DAR or C.A.R.) #\_\_\_\_\_ - (patriot's name) cites (then quote the service source noted on that record copy)." (APG, 03 Jan 2026, p 28)

2. The applicant must provide sufficient evidence that the person claimed as the patriot in the lineage is the same person who performed the service claimed. The residency of the patriot during the time of the Revolution must agree with the service being claimed. (GCP 1.0000 & 5.5000, 03 Oct 2025) (APG, 03 Jan 2026, p 18-19)

## **D. Lineage Information**

**LIST ON THE APPLICATION ONLY INFORMATION FOR WHICH A PROOF IS GIVEN.**  
(GCP 3.5001, 03 Oct 2025) (APG, 03 Jan 2026, p 10)

1. Include all proven information on the application form regarding names, dates, and places for the persons listed in the bloodline and non-bloodline to the patriot even if the application is based on a previously approved application. (APG, 03 Jan 2026, pp 11-12)

2. Use proper abbreviations per APG. (APG, 03 Jan 2026, p 12 & Appendix G)

3. Enter only names in name fields. Do not include ranks or titles, such as "M.D.", "Col.",

“Dr.”, “Rev.”, etc., in the name fields of the application. (APG, 03 Jan 2026, p 11)

4. **Names entered in the lineage portion of the application should agree with the supporting documentation submitted. Wives' names must be their maiden names if proven.** Do not show the surname of her husband on the application unless it is also her maiden name. (GCP 3.5001 & 3.6001b, 03 Oct 2025) (APG, 03 Jan 2026, pp 11-12)

5. **Provide information on all generations from the applicant to the Revolutionary War patriot, with the last generation being the patriot.** Do not extend lineage beyond the patriot's generation. Non-bloodline information is requested and encouraged. (APG, 03 Jan 2026, p 12)

6. **Locations should be entered as “City / County / STATE,” using the standard, uppercase, two-letter, “post-office” abbreviations for each state.** Do not spell out state names. Unknown or unproven city, county or state name fields should remain blank. Do not update town or county information. Use only the information that appears on the source document. If possible, add spaces before and after slashes as this enhances legibility. Independent cities are not located within a county and no county should be listed. For most foreign countries, the first three letters (uppercase) can be entered. (APG, 03 Jan 2026, pp 12-13)

7. **Leave all unknown or non-applicable fields on the application BLANK.** Do not enter “N/A”, “unk”, “??”, etc. (APG, 03 Jan 2026, p 10)

8. **If using an SAR, DAR, or C.A.R. record copy as proof, the information on the application must agree with the approved (as noted by tic marks or hand-written corrections/additions) information on the record copy.** Information that differs from what is marked as approved, whether a change or an addition, requires separate proof documentation. (APG, 03 Jan 2026, p 13)

9. **Record copy reference must state organization, member number and patriot ancestor name**, such as: “DAR RC #123456 – Jonathan Smith” Do not use DAR ancestor numbers or SAR “P” numbers; neither of those numbers conveys any usable data. (APG, 03 Jan 2026, p 27)

10. **Census record reference must state the census year, county, state, and name of the head of household as found in the census**, such as: “1860 cen. Clayton Co., IA, p. 193, John Smith hh” (APG, 03 Jan 2026, p 26)

11. **Birth, death, and marriage record references must use the proper abbreviation and list the relevant name(s)**, such as: “b/c – John Smith” and “m/c – John Smith to Jane Doe” (APG, 03 Jan 2026, p 26)

## **E. Lineage Proofs (Documentation)**

1. **Proof must be provided for ALL information listed on the application.** Include all proven information regarding names, dates, and places for the persons listed in the bloodline and non-bloodline to the patriot on the application form even if the application is based on accepted information in a previously approved application. (GCP 3.5001, 03 Oct 2025) (APG, 03 Jan 2026, p 10)

2. **All documentation must be legible for the information being introduced as evidence.** (GCP 6.1003, 03 Oct 2025) (APG, 03 Jan 2026, p 23)

3. **Submit only photocopies of all supporting documentation.** Do not send original documents, as they will not be returned. Do not alter photocopies; submit a note of explanation if there is an error on a document. (GCP 3.9001, 03 Oct 2025) (APG, 03 Jan 2026, p 23)

4. **Underline relevant passages (with a fine-tip red pen aided by a ruler or computer equivalent) in the document that supports the proof and write the generation number to which the passage applies in the margin beside the underlined passage(s).** Place all generation numbers to which the document applies using a red fine-tip pen or word processor at

the top of the document. As an alternative, place vertical lines in red in the margin to highlight pertinent text. Do not underline tombstone inscriptions or information in DAR record copies.

(GCP 3.9004, 03 Oct 2025) (APG, 03 Jan 2026, p 24)

**5. Each piece of documentation must be complete (no parts cut off) and legible. Each piece of documentation must contain the entire image of the document.** If a pertinent section is difficult to read, a partial blow-up of that section may be printed on the reverse side of the page. Do NOT put enlargements or superimposed images on the same side as the documentation. Transcriptions may be included, along with the corresponding full-sized originals, such as for census records or handwritten wills. (GCP 3.9002, 03 Oct 2025) (APG, 03 Jan 2026, p 23)

**6. Do NOT add redundant information when the package already contains adequate proof.** If a vital record is submitted, do NOT provide an index for that record. Do NOT supply census summary pages, just a copy of the actual census page. Obituaries are an exception; they are welcome in addition to a death record because they may provide additional information. (APG, 03 Jan 2026, p 24)

**7. English translations must be included for foreign-language documents.** (APG, 03 Jan 2026, p 15)

**8. Census records must include the entire census page so the data can be evaluated in context.** If the data must be enlarged to be legible, include an enlargement of the section on the reverse side. (APG, 03 Jan 2026, p 14)

**9. Memorial pages on findagrave.com are not acceptable unless they include a legible photograph of the actual tombstone and the information on the memorial page stating where the subject is buried (name of cemetery, City / County / ST).** Only information that is actually on the tombstone is acceptable; user entered information on the memorial page is not acceptable. Index pages of Find a Grave from Ancestry or Family Search are not acceptable; the actual pages from Find a Grave must be submitted. Newer headstones are not acceptable as proof. Downloaded documents, such as death certificates or obituaries, are acceptable. (GCP 3.5006 & 5.4000, 03 Oct 2025) (APG, 03 Jan 2026, pp 15, 27)

**10. Copies of newspaper articles (such as obituaries or wedding announcements) must include publication names, locations, and dates of publications.** (GCP 5.4000, 03 Oct 2025) (APG, 03 Jan 2026, p 15)

**11. All published sources submitted as proof must include both the page(s) of interest and the title page providing the title, author, and date of publication.** (GCP 3.9003 & 5.4000, 03 Oct 2025) (APG, 03 Jan 2026, p 15)

**12. Published full transcriptions of documents are preferable to abstracts.** Either must contain source information, including state, county, volume/book, and page number. (APG, 03 Jan 2026, p 19)

## **F. Chapter Registrar / Genealogist Review**

I have reviewed the application and documentation for this applicant and certify that it meets NSSAR requirements and guidelines included on this checklist.

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Print Name

---

Signature

---

Date

# APPENDIX C: DNA Evidence

## General Information

DNA testing involves comparing specific portions of the DNA of one person to another person to statistically determine the probability of a biological relationship between the two persons.

**Paternity / Maternity DNA tests** are acceptable from court orders to prove a parent-child relationship. A predicted probability of 99% or greater is needed to establish the biological relationship. Also, there needs to be a statement like “{Name of alleged parent} is NOT EXCLUDED from being the father/mother of {name of child}.”

**Autosomal DNA (atDNA)** testing compares the number of shared centimorgans (cM) of DNA from the 22 chromosomes other than the sex chromosomes. Children receive 50% of their DNA from each parent. Because of the effects of recombination, the percentage received from earlier generations is only approximate, but is about 25% from each grandparent, 12.5 % from each great-grandparent, and so on. By looking at the number of shared cMs, a relationship prediction can be made between two persons. That will usually be shown by matching relationships of a close relative (parent, grandparent, full sibling, aunt/uncle, half-sibling, or niece/nephew involving a total cM match of over 1300 cMs, depending on the probable relationship. See Shared cM Project chart below for averages and ranges by relationships.

## Autosomal DNA Test Results to Submit

### For Applicant:

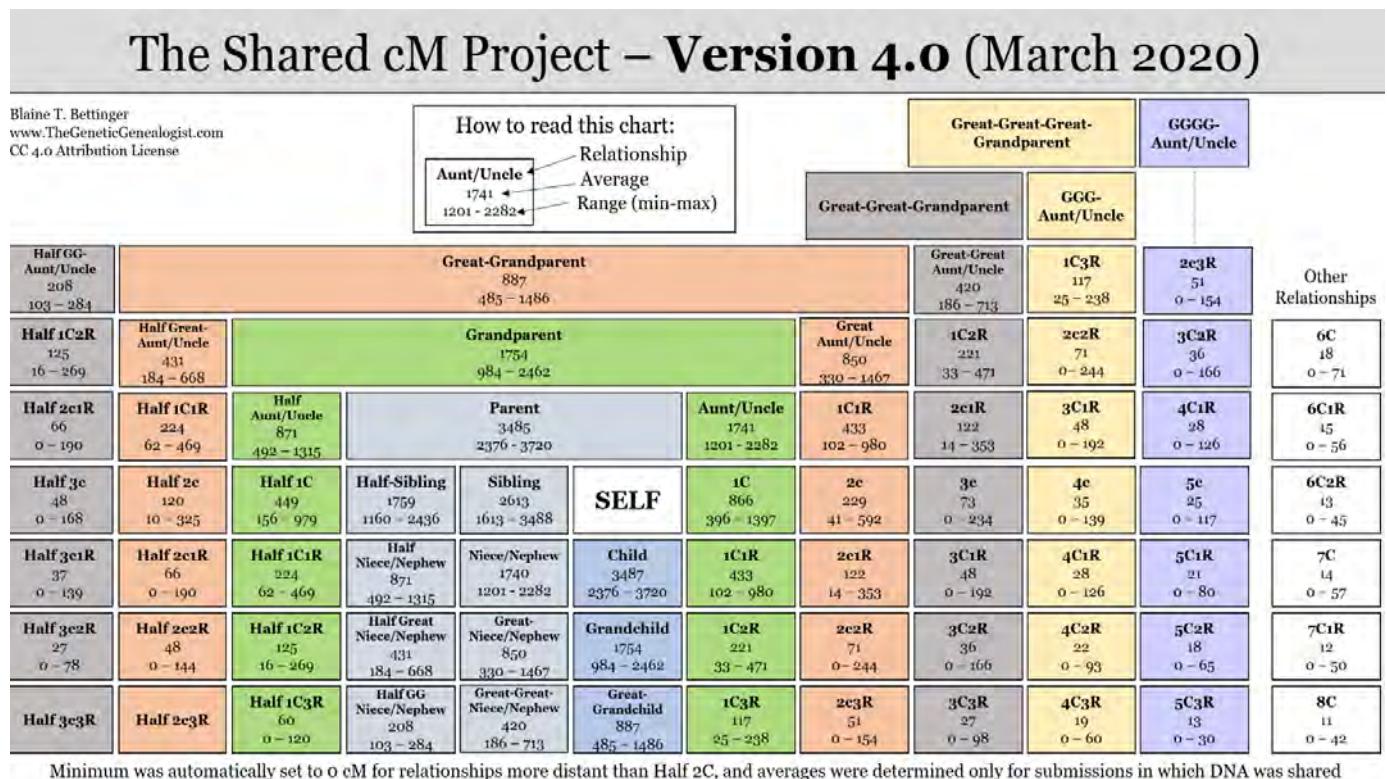
- Name
- User ID
- Contact Information
- Testing Company Name
- Consent Form for Applicant (obtain from [www.sar.org](http://www.sar.org) / Genealogy / Genealogy Resources / DNA Consent Form Applicant)

### For Each Match of Significance:

- Screen shot showing match in applicant’s match list – The names of the applicant and each match of significance should be visible, and any other names not being used as a match must be redacted.
- Name
- User ID
- Contact Information
- Consent Form for Match (obtain from [www.sar.org](http://www.sar.org) / Genealogy / Genealogy Resources / DNA Consent Form Match)
- Predicted relationship to applicant – See Appendix 2
- Total shared cMs (centimorgans)
  - # of segments shared
- Probable Most Recent Common Ancestral Couple (MRCAC) candidates

- Their relationship to applicant
- Their relationship to match
- Shared matches of significance with this match (not necessary if the match is the birth parent)
- Shared ethnicity of significance with this match (not necessary if the match is the birth parent)
- Lineage for each match to the MRCAC
- Supporting documentation for the lineage of each match

**Blaine Bettinger's Shared cM Project – Version 4.0 (March 2020)** (Used by permission)



Minimum was automatically set to 0 cM for relationships more distant than Half 2C, and averages were determined only for submissions in which DNA was shared

**Executive Summary of DNA Report (Sample)**

If using a professional genealogist to research and prepare DNA evidence, do NOT submit the full report received from the genealogist. Instead, include in the contract with the genealogist that he/she also submit a two-page executive summary of their findings. Submit ONLY the two-page executive summary with the application. See sample at this location.

Shannon Green, CG®, “Research Report re: Alta Jane Durst,” 22 October 2020, updated 5 November 2021, imaged, Board for Certification of Genealogists® [https://www.bcgcertification.org/images/files/samples/Green\\_Alta-Jane-Durst.17Feb2022.pdf](https://www.bcgcertification.org/images/files/samples/Green_Alta-Jane-Durst.17Feb2022.pdf)

## Appendix D: Standards of Documentation

Standards in genealogy have changed over the years, and many previously acceptable sources have been found to be unreliable or incorrect. One major development is the replacement for the “preponderance of evidence” criterion previously considered the standard of proof in genealogy with a genealogical proof argument that is made using a verifiable research methodology.

Change was needed in recognition of differences between legal and genealogical decisions. In the legal environment there are often two sides, with each side pushing the other to perform reasonably exhaustive research. After results are presented, a decision is rendered. In civil cases, the decision is based on a preponderance of evidence: the side with over 50% of the weight of the evidence wins. In criminal cases, the plaintiff must prove its charges beyond all reasonable doubt. In genealogy there is often only “one side” presenting evidence. If research is insufficient, or if the presenter is unfairly selective about what evidence is presented, the decision will not be sound. Even when research is exhaustive and the presentation fair, genealogists want more than just a “preponderance of evidence,” especially if a potential conflict is found, but not so much as “beyond all reasonable doubt.” The genealogical proof argument (GPA) falls between the two legal standards: the evidence supporting a conclusion must be of sufficient power to convince a reasonable, unbiased person. A “Devil’s advocate” objection that something else could be the case, without consideration of likelihood or evidence, is not considered to be the objection of a reasonable, unbiased person.

The genealogical proof argument is now the criterion used by the genealogy community to build a solid case, especially when there is no direct evidence to support a conclusion. There are five requirements to be met to build a proof argument:

1. *“Conduct a reasonably exhaustive search for all information that is or may be pertinent to the identity, relationship, event or situation in question.”*
2. *“Collect and include in our compilation a complete, accurate citation to the source or sources of each item of information we use.”*
3. *“Analyze and correlate the collected information to assess its quality as evidence.”*
4. *“Resolve any conflicts caused by items of evidence that contradict each other or are contrary to a proposed (hypothetical) solution to the questions; and”*
5. *“Arrive at a soundly reasoned, coherently written conclusion.”*

For additional information on Using a Genealogical Proof Argument, see Appendix E.

Therefore, evidence must be sufficiently convincing to the NSSAR Genealogy Staff before proof is accepted, and the quality of evidence is a key element.

- Sources are either original or derivative.
- Derivative sources are those that copy, transcribe, abstract, or repeat information from an original source. It should be recognized that errors or omissions may have occurred in the process of making the derivative copy, even in filming. In the analysis of quality, originals are weighted heavier than derivative sources and microfilmed copies of originals usually are weighted heavier than abstracts or transcriptions.
- Information found in sources may be primary and/or secondary.

For instance, on a death certificate the birth information is usually secondary – based on the recollection of the informant – while the information regarding the death is usually primary. Family Bibles are another area where information may be primary or secondary. If the publication date of the Bible is generally contemporaneous with the events listed, the information is considered primary and more reliable than information that may have been entered about events that occurred years before the Bible was published and the entries made. While Family Bibles can be dependable, they are less reliable than town records of the same events.

- Evidence may be direct or indirect.

Direct evidence is evidence that seems to answer a question on its own. However, note that direct evidence may incorrectly answer the question. For example, a published history that states that John Doe is the ancestor of the person of interest may or may not be true, but the statement is direct evidence. Indirect evidence usually requires more than one document to prepare a conclusion.

Narrowly interpreted, direct evidence must state explicitly the fact to be proven. Most lineage societies, including SAR, are more generous than that in defining direct evidence. For example, even though the relationships among members of a household are not stated in 1850-1870 censuses, the presence of a child in a household is usually accepted as proof of parentage unless the child's age conflicts with the makeup of the family group. Likewise, absent a known conflict, most genealogists accept information on a death certificate regarding the names of the parents as correct. However, both direct and indirect evidence can be called to question when there is additional evidence that conflicts with the conclusion.

When there is no acceptable direct evidence, a case based on reasonably researched, analyzed, and correlated evidence is needed to make a proof argument. The Registrar is responsible for reviewing the documentation provided and making a decision to 1) endorse and forward the application, 2) optionally, if he is able and willing, research the line and, in consultation with the applicant/sponsor add additional documentation to support the application, or 3) return the application to the submitting chapter or applicant for further work.

Other portions of this Guide discuss acceptable and unacceptable evidence. While some unacceptable sources can be valuable in providing leads for further research, they do not in and of themselves constitute acceptable proof. For more detailed discussions of the distinction, the following works are helpful:

- Elizabeth Shown Mills, Evidence Explained: Citing History Sources from Artifacts to Cyberspace, 2007, 885 pp
- Noel C. Stevenson, Genealogical Evidence, 1979, 233 pp
- Christine Rose, Genealogical Proof Standard: Building a Solid Case, 2009, 58 pp
- Black's Law Dictionary (the first two editions are particularly useful since they include legal definitions found in early American documents and not found in later editions)
- Genealogy Standards, Board for Certification of Genealogists, 2<sup>nd</sup> Edition Revised, 2021.

# Appendix E: Research Tips and Example Problem Resolutions Using a Proof Argument

The following research suggestions are often useful in finding an ancestry that seems to have hit a brick wall.

- **Check Original Records** - If there is a published abstraction of records it may not be a complete record of all pertinent facts. Abstracts of marriages may not list bondsmen or parental permissions. Some abstracts of wills may reference only those receiving bequests and omit the names of executors who may also be named as children but had previously received their share of the estate in a gift deed and thus not listed in the bequests. The published “Virginia Publick Claims” does not list the complete reasoning that individuals were granted the claim. Original records have shown cases where a claim was made for providing rations during the person’s own military service and thus the individual is qualified for both public and military service.
- **Siblings & Other Known Relatives** - Sometimes, following clues about the ancestor’s siblings or relatives can tear down the brick wall. What may not be found in the records that would connect your ancestor to an earlier generation may be found in the records that concerned the brothers, sisters, aunts, uncles, nieces or nephews of the ancestor. Proof of parentage may be found indirectly through proof of a sibling relationship and proof of the sibling’s parentage.
- **Land Records** - Many deed records record the transfer of property between parent and child. These often have a nominal consideration received (\$1 or 5 shillings) and may also state “for the natural love and affection I have for...” Useful land records may be found years after the death of an individual and provide information about his children. They may have been created for a partition of the land that was jointly received by the children as an inheritance, or for a sale between one or more of the heirs of his/her share of an inheritance. These records usually show how the land was obtained, “from the estate of John Doe, decd.” Land could have been passed down between family members without the recording of any deeds. At some future date, one of the descendants must record a deed of sale to a third party and must show how the title passed to him/her. Releases of dower rights may also provide clues to the wife’s surname. Witnesses to deeds were often related.
- **Newspapers** - Newspapers are an often-overlooked resource for locating family information. Vital statistics are frequently printed in papers even though the events were never officially recorded. Newspaper accounts of a person’s death can lead to the identification of heirs; provide the date of birth or the age which can be used to calculate and birth date; and provide the place of birth. The probate process requires the publishing of a probate notice in local papers. These notices can provide the names and last known residences of the heirs, some of whom may not be named in a will or named anywhere else if there was no will.
- **Census Records** – Sometimes census records cannot be easily found due to the way the name was either enumerated or indexed. Use some creative ways to search for families that do not appear to be in an index such as Ancestry.com’s search engine. Be aware of possible variations in spellings that may have been used; for example, “Cowin” may have

been indexed as “Corvin. Try using wildcards with only the first three letters of the surname or for vowels in the surname. Use approximate ages and birth states for all known members of the family group (not just the head of the household). Browsing the complete census record of the locations can often yield positive results when all else fails.

The following examples taken from actual applications help demonstrate some of the ways potential problems can be overcome. The narratives used are in the format included with the source documents.

**1. A death certificate is incorrect in naming of the spouse and the parents of the decedent. The bloodline went through Emma Rixon and Mary Jane Cardinell. This proof summary was successfully used to support SAR, C.A.R. and Mayflower Society applications. Photocopies of the supporting documents were included with the packages.**

### **PROBLEM**

**The death certificate for Emmie E. Hoard, erroneously identifies her late husband as William H. Hoard, not George Hoard and her father as William Rexor, not William Rixon. Her mother is identified as Mary J. Cardenell.**

### **PROOF SUMMARY of relationship to mother, Mary Jane Cardinell [#5] and correct identification of husband and father.**

- **Emmie E. Hoard death certificate**, no. 31-00082, CA Dept. of Public Health (copy attached). – Summary of important points:  
Emmie E. Hoard, b. 17 April 1856 Canada, father William J Rexor (sic) b. Canada, mother Mary J Cardenell  
b. Canada, spouse “**late William H. Hoard**,” d. 24 January 1931 Sanger, CA (sic). The informant was W. H. Hoard of Sanger (Fresno Co.), California. He evidently put his name down as his father’s name.
- **George Hoard death certificate**, no. 14-017271, CA Dept. of Public Health (copy attached). – Summary of important points.  
George Hoard, b. 24 February 1850 Indiana, married, d. 21 June 1914 Sanger, CA. The informant was also W.H. Hoard of Sanger
- **1910 federal census**, population schedule, Fresno Co., CA taken 26 & 27 April 1910, 7<sup>th</sup> Ward, Fresno City, E.D.48, sheet 7A, 855 Callisek St., dwelling 151, family 170 (NARA microfilm T624-75, Ancestry.com image 13 of 25). – Summary of important points.  
George Hoard 60 head [born] Indiana  
Emma 53 wife [born] Canada  
William H. 32 son [born] CA

This census shows that Emma Hoard was the wife of George Hoard and mother of William H. Hoard and not the spouse of the “late William H. Hoard” as stated on her death certificate. Her age and birthplace match the information on her death certificate.

- **Marriage license George Hoard to Emma Etta Lisette Rixon**, San Joaquin County Recorder’s Office –Summary of important points.  
Emma Etta Lecetta Rixon m. George Hoard 1 January 1877. The official performing the ceremony was her father William J. Rixon, Minister of the Gospel.
- **Obituary William John Rixon**, source unknown, copy found in Bruce Hoard family

Bible in possession of Jim Faulkinbury, Sacramento, CA – Summary of important points. William John Rixon, b. 4 July 1826, m (1). Mary Jane Cardinell 12 October 1852 in Belleville, Canada. To first marriage, had a family of five daughters and one son, including Mrs. E. Hoard of Sanger. He moved from Canada to Michigan in 1865 and to California about 1873.

- **1870 federal census**, population schedule, Muskegon Co., MI taken 29 August 1870, Oceana, p. 349, dwelling 99, family 98 (NARA microfilm M593-692, Ancestry.com image 13 of 24) – Summary of important points.

Rixon William	43	[born] Canada
Mary	32	[born] Canada
Emma	14	[born] Canada
Hannah	12	[born] Canada
Minnie	7	[born] Canada

**2. The only direct source found to support a parent/child link in the bloodline is an undocumented family history. This proof summary successfully supports a SAR application. Photocopies of the supporting documents were included with the packages.**

### **PROBLEM**

**The only source indicating that John Arndt Sletor is a son of John Sletor and Sarah Arndt is an undocumented family history written in 1922.**

**PROOF SUMMARY** showing that John Arndt Sletor is a son of John and Sarah (Arndt) Sletor.

- The book “Story of the Arndts” [copy of selected pages attached] by John Stover Arndt (Philadelphia: Christoper Sower Co., 1922) identifies John Arndt Sletor as one of four children of John Sletor and Sarah Arndt. Unfortunately, this book does not provide any documentation of the fact.
- A check of Northampton Co. Pennsylvania probate records, church records, and land records did not reveal any direct connection between John A. Sletor and John Sletor.
- John Slater is listed in the 1830 census of Northampton Co., Pennsylvania (p. 5, Easton) with two males of proper ages to be John A. and Thomas. This is the only Slater/Sletor family in Northampton Co. that year.
- The book “Some of the First Settlers of ‘The Forks of the Delaware’ and Their Descendants” [copies of selected pages attached], translated and published by Rev. Henry Martyn Kieffer (Easton, PA: 1902) records the baptisms and marriages in the First Reformed Church of Easton, Pennsylvania. The marriage of John Sletor to Sarah Arndt and the baptism of their daughter Mary Ann Sletor, born 26 January 1814, is recorded in this book.
- The DAR Record Copy No. 8847 [copy attached], filed by the granddaughter of John and Sarah (Arndt) Sletor in 1895 shows that Thomas Sletor was also a child of John and Sarah.
- The obituary for Thomas Sletor from the *Easton Weekly Argus* of 9 March 1883 [copy attached] states that he “took charge of the business of his father, John Sletor, who was then the proprietor of a hotel on the corner of Third and Lehigh streets”. This obituary

indicates not only that Thomas Sletor was a son of John Sletor but also provides an indication of the property owned by the Sletor family.

- The obituary for John A. Sletor for the *Easton Weekly Argus* of 11 February 1874 [copy attached] does not indicate the name of his father but it does indicate that he was also the keeper of the hotel at Third and Lehigh.

The confirmation of the names of two of the children, Mary Ann and Thomas, named in the “Story of the Arndts” is made by direct evidence. The confirmation of John A. Sletor as a son is made by his connection to the hotel property at Third and Lehigh previously run by his father John Sletor, and his brother Thomas Sletor.

### ***3. This proof argument uses several undocumented sources in conjunction with some documented sources to build a case for two generational links.***

**Problem:** Patriot ancestor Joseph Coddington mentions his son John Coddington in his will. John Coddington changed his name to John Corrington. The following proves the John Corrington and John Coddington are the same person.

**Proof Argument:** Showing that John Corrington and John Coddington are the same person.

**Doc 1:** Joseph Coddington Will: Warren Co., OH, Will Estate and Guardianship Records, Docket O, pp. 313-314. The will lists his wife, Sarah, sons, John, Samuel, Freeman, Isaac, Joseph and Ezra. The will lists daughters, Margaret Scudder, Fanny Coleby, Betsy Bisher and Lina Bisher.

**Doc 2:** Warren Co., OH, Will Estate and Guardianship records, Docket O, Image 320, Probate document dated 13 Oct 1838 in which John Coddington acknowledges the receipt of \$30 from the Joseph Coddington estate and signs his name John Corrington.

**Doc 3:** Warren Co, OH, Wills 1833, p.1. probate document dated 09 Sep 1833 in which John Coddington and others sign a \$1,200 bond promising to administer the estate of Joseph Coddington. John signs his name John Corrington

**Doc 4:** Undated letter Anne Corrington Epard to Mrs. W. G. Fuller letter in which she relates how the family name transitioned from Coddington to Corrington/Carrington.

**Doc 5:** Letter dated 26 Jan 1973 relating again how the family name transitions from Coddington to Corrington/Carrington. Relays how one Joseph Coddington change his name due to a family rift.

### **Summary:**

Joseph Coddington's will indicates he has a son John Coddington. John Coddington in two probate records (docs 2 and 3) acknowledges he is the son of Joseph but signs his name John Corrington. The remaining supporting documents add credence to family lore that Coddington family members did change their surname over time.

### **Conclusion:**

John Coddington, father of Oscar Dallas Corrington, is the son of Joseph Coddington.

**4. This is an analysis used on an SAR Supplemental, employing Civil War letters and later land records to prove an otherwise undocumented father-daughter relationship. Photocopies and transcriptions of two letters and the land records were provided.**

**The problem:**

No direct evidence has been found proving that Eliza, wife of James W. Moore, was the daughter of John M. Hankins.

**Analysis of letters and land records:**

The first letter, dated 24 Sep 1862, shows that J. W. Moore had a relationship with John M. Hankins, and that the relationship involved an Eliza. Four days later George Hankins addressed a letter to John M. Hankins and Family with 1) a salutation "Dear Father and Mother," and 2) a postscript "To E. J. W. Moore J. W. Moore," mentioning at the conclusion "Abba," the only child of Eliza and James Wesley Moore.

The significance to the short postscript is not only that E. J. W. Moore was related to John M. Hankins; it gives the earliest indication that Eliza Jane had another middle name. Eight years later, in the 1870 Fayette County census, she is listed as E. J. W., wife of J. W. Moore. Two years after that, when Martha Hankins sold part of her late husband's estate, Eliza signed the contract "Eliza W. Moore." Four years after that, she and her father's other heirs quitclaimed their interests in a tract of his land to Robert Price Hankins, and the official record lists one of the signatories as "E. J. W. Moore." In 1878 (Deed Book 4, p. 137), even more explicitly, she is recorded as Eliza J. W. Moore. Nevertheless, until the discovery of the September 28, 1862, letter, the signatures on the legal papers were assumed to have been by James Wesley Moore acting on behalf of Eliza, since few women of that era were allowed to execute legal documents -- their husbands had to act for them. This note would seem to indicate that not only did Eliza sign for herself at those later times, but also that, like several of her siblings, she had two middle names.

**1. Letter from J. W. Moore to John M. Hankins** Chattanooga, Tennessee, September 24th, 1862, Mr. John M. Hankins,

Yesterday I wrote a letter to Eliza and it strikes me that I didn't date it, though if you get both letters you may know Eliza's was written and mailed one day sooner than this one. Some of the boys say that a letter will go sooner by not paying the postage. I am going to try the experiment. I paid postage on the one I wrote yesterday, and on this one I will not pay it and see which gets there first. The soldiers here are afraid to buy anything to eat outside of lines. The Union men have been guilty of poisoning soldiers through this country. The general talk here this morning is that we will get off from here in a day or two, though I think it very uncertain when we will leave this place. When we leave here we will go into Cold country. I have bought one linen shirt and one linen pair of drawers. They are both the best kind of linen. They both just cost four dollars. If I knew that I wouldn't lose any of my clothes I wouldn't need all of that linen that Eliza is fixing for me, but maybe she had better keep it till she hears from me again. Since I have been writing, M. C. Moore has stepped into our tent. His crowd is gone and I thought he was gone, though he was taken down here with the chills and fever and has been in the hospital. He will leave here about the same time we do. Take good care of yourself and family. So

nothing more this time. Only remains yours truly. Write soon and often if you can.  
To John M. Hankins J. W. Moore

**2. Letter from George A. B. Hankins to his parents, with postscript from J. W. Moore to E. J. W. Moore**

Knoxville, Tennessee, September 28th, 1862, Dear Father & Mother,

I wrote you a letter and some time back. I sent it by Mr. Bobo. It was Lev Bobo. I also sent thirty dollars of money by him. Father, I sent twenty dollars to you and ten to mother. I have plenty of money here to answer my purposes I was sick when I wrote to you, though I have now gotten well I am in as good health as could be expected under all prevailing circumstances. We have gotten marching orders. We have to leave this place tomorrow morning. We have to march 250 miles up in Kentucky somewhere. I don't know where we will stop. I don't know when I will get to come home. Mother, I understand that you are fixing me some clothes. I don't need anything and won't in a long time. If anything should happen that I should need clothes, I will try to get to come after them. Well, buying me a cot -- I would advise you to not buy it unless you can get a good bargain. You are judge enough to know what to do. We can fix up about a horse when I get home I am in hopes that this thing will not last long. It is the opinion of most of the soldiers that it will wind up some time this winter. Sam Prichard sends you his best respects. Robert says he will write to you when we get stationed, and I will do the same. Franklin, you and Woody mustn't marry until I get home. Take good care of your cots. I would like mighty well to see you all. You must write to me as soon and often as you can --something more this time. Only remains yours as ever

G. B. Hankins To Jonn M. Hankins and Family

Eliza, you must get your father to see something about paying my tax. It will be a small amount. I am very sorry that I can't get a chance to send you some money but there is no chance now. I wrote to you yesterday. We have to start tomorrow on a long march, and I am afraid we will have to leave some of our things. Do the best you can. Yours as ever.

To E. J. W. Moore J. W. Moore

Tell Abba that I want to see her mighty bad.

Original letters in the possession of\_\_; transcription by\_\_\_\_, April 2004

3. **Sanford County Deed Record Vol. 1, p. 229, 24 Jun 1872:** Robert Hankins, Franklin Hankins, Caroline Taylor, Martha Taylor and **Eliza Moore, children and heirs of John Hankins, deceased**, give up rights to land mentioned on page 228 to William Woods (see notes for James Wesley Moore). Franklin and Martha could not sign their names.  
Witnesses - W. G. Bailey, P. M. Woods, T. B. Woods. Signed - Caroline Taylor, R. P. Hankins, Franklin (X) Hankins, Martha (X) Taylor, E. J. Moore.
4. **Sanford County Deed Record Vol. 1, p. 453, 15 May 1872:** Martha Hankins, Caroline Taylor, Robert P. Hankins, **Eliza W. Moore**, Franklin M. Hankins and Martha Taylor sold to Wm. G. Bailey for \$120 - the SWNE § 26, T14R15 - 40 acres. Signed by all six sellers.
5. **Sanford County Deed Record Vol. 3., p. 437, 4 Sep 1876:** deed between the heirs of John Miller Hankins and his son, Robert Price Hankins, ceding to R. P. Hankins the interests of all the other heirs of J. M. Hankins in a division of lands belonging to the estate, signed by **E. J. W. Moore**.

6. **Sanford County Deed Book 4, p. 137, 4 Jan 1878:** Franklin Hankins receives his share of his father's estate consisting of the NWNW § 25, T14R15. Signed - **Eliza J. W. Moore**, Martha Hankins (X), Martha E. Taylor (X), W. J. Taylor, J. Taylor (X), S. F. Taylor (X), M. A. Taylor (X), F. J. Taylor (X), E. E. Priddy, M. M. Johnson, R. P. Hankins. Witness - P. M. Woods

**Cast of Principal Characters:**

**Abba:** Martha Abigail, Jun1858 – 5 Sep 1938, daughter of Eliza Jane Wilmoth Hankins & James Wesley Moore;

**Caroline Taylor:** Telitha Ann Caroline, 12/13/1827-, daughter of Martha Morton & John Miller Hankins, wife of Wm.B. Taylor;

**Eliza/E.J./E.J.W. Moore:** Eliza Jane Wilmoth, 27 May 1841 – 18 Mar 1914, daughter of Martha Morton & John Miller Hankins, wife of James Wesley Moore;

**Franklin Hankins:** Stephen Franklin, 19 Apr 1846 - , son of Martha Morton & John Miller Hankins;

**G. B. Hankins:** George A. Burton, 11/29/1843 – 7/20/1864, Co. K, 41st Alabama Infantry, son of Martha Morton & John Miller Hankins;

**J. W. Moore:** James Wesley Moore, 1 Apr 1829 – 5 Aug 1905, Co. K, 41<sup>st</sup> Alabama Infantry, husband of Eliza Hankins;

**John M. Hankins:** John Miller Hankins, c. 1807 – 25 Oct 1863, father-in-law of James Wesley Moore

**M. C. Moore:** Milton Craig, 8 Jan 1838 - , Co. K, 16<sup>th</sup> Alabama Infantry, brother of James Wesley Moore;

**Martha Hankins:** Martha Morton, 28 Jan 1810-20 Mar 1891, wife of John Miller Hankins;

**Martha Taylor:** Martha E. ,Oct 1851-, daughter of Martha Morton & John Miller Hankins, wife of John B. Taylor;

**R.P./Robert Hankins:** Robert Price, 17 Nov 1838 – 23 Feb 1916, Co. K, 41st Alabama Infantry, son of Martha Morton & John Miller Hankins

**Woody:** Woodvil Simpson, c. 1849 - , son of Martha Morton & John Miller Hankins;

**5. This is an example showing a proof argument to distinguish between persons of the same name.**

**Proof that the Mary Jenkins (gen. 4) who married William Henry Webb is the daughter of Lewis Jenkins (gen. 5).**

**Problem:** there are three contemporary Mary Jenkins who lived and married in Union Co. Ohio between 1856 and 1863.

**Evidence:**

- Marriage entry for William Webb to Mary Jenkins - Union Co., OH Marriage Book, Vol. A, 14Sep 1856. The marriage was solemnized by Warret Owen, J.P.
- Marriage entry for B.P. Hildreth to Mary Jenkins – Union Co., OH Marriage Book, Vol. B, 19 Jul 1863. The marriage was solemnized by Moses Thompson, J.P.

- Marriage entry for Franklin Welch to Mary Jenkins – Union Co., OH Marriage Book, Vol. A, 5 Aug 1862. The marriage was solemnized by John Mitchell, J.P.
- 1850 census Millcreek Township, Union Co., OH, p. 283 lists a Mary Jenkins, age 12 as the daughter of Mary Jenkins and siblings, Jacob, Lewis, Erastus and Phebe A. Jenkins.
- 1860 census of Leesburgh Township, Union Co., OH, p. 32-33 lists a Mary Jenkins, age 19 as the daughter of John (50) and Nancy Jenkins (39). Also on page 33 is the family of William Hildreth with son B. Hildreth, age 30. This is the only B. Hildreth in the 1860 census of Union Co.
- The 1870 census of Leesburg Township, Union Co., OH, p. 103 lists the family of Benonie Hildreth (40) and wife Mary (29).
- The 1860 census of Millcreek Township, Union Co., OH, p. 8 lists the family of William Webb
- (30) and wife Mary (21). Two households away is the family of Mary Jenkins (51) with son Erastus and daughter Phebe A.
- The 1860 census of Union Township, Union Co. OH, p. 76 lists the family of another Jenkins (48) with wife Elizabeth (50) and daughter Mary (22).
- The 1870 census of Taylor Township, Union Co., OH, p. 198A lists the family of Franklin and Mary Welch (32).
- The 1860 census of Union Co., OH shows that Warret Owen, J.P. lived in Millcreek Township (p.8), Moses Thompson, J.P. lived in Leesburg Township (p. 41), and John Mitchell, J.P. lived in Union Township (p. 145). These townships are in different areas of Union Co.
- Union Co., OH Administration Record of 28 Oct 1848 shows that Mary Jenkins relinquished her right of Administration to the estate of Lewis Jenkins and was granted guardianship of children Lewis, Mary, Erastus, and Phebe A. Jenkins. On 20 Nov 1849 she is named in the Administration Record as the widow of Lewis and the children are named as his.

### **Conclusion:**

All three marriage records for a Mary Jenkins were solemnized by a J.P. who lived in different townships that correspond to the residences of one of the three Jenkins families with daughter Mary. The Mary Jenkins who married William Webb as well as the officiating J.P. lived in Millcreek Township and the 1860 census shows that William and Mary Webb lived two households away from Mary Jenkins who is listed in the probate records as widow of Lewis Jenkins. Lewis was the father of Mary (Jenkins) Webb.

### ***6. Genealogy Policy, Sec. 4.4000 allows indirect evidence in support of service. The following is an example of a proof argument using indirect evidence to establish patriotic service through the signing of an Oath of Allegiance in the absence of any record of the oath.***

Indirect proof that Matthew Busey (Gen. 6) performed patriotic service by swearing an Oath of Allegiance is established by the following:

- Chapter III, Sec. XXI of the Laws of North Carolina for 1778 which directs the taxing authority shall impose a three-fold or four-fold tax on those who refuse to take an Oath of

Allegiance for religious or political reasons.

- The 1778 Tax List for Rowan County, North Carolina indicates that some residents of the county were taxed at the four-fold rate demonstrating that Rowan County was complying with the State Law.
- The 1778 Tax List for Rowan County, North Carolina shows that Matthew Busey was taxed at the standard rate.

It can thus be concluded that Matthew Busey signs an Oath of Allegiance although no record of those signed said oaths in Rowan County can be found.

## SAR Proof Argument Analysis Tool

### Instructions:

Use this form after reading the Genealogy Committee Policies and the Application Preparation Guide on what is acceptable documentation. You can use it when submitting a Genealogical Proof Argument for an SAR application, as an alternative to the BCG Genealogical Proof Standard (GPS).

### NSSARGenealogyPolicies

**Genealogy Committee Policy 3.000** makes the following statement concerning supporting proof for SAR applications:

**"3.000 ACCEPTABLE PROOFS—GENERAL.** Genealogical conclusions as stated on applications for membership in the SAR, including conclusions about Revolutionary service, are expected to meet the Genealogical Proof Standard. On this standard, acceptable genealogical conclusions are based on:

- a reasonably exhaustive search of available evidence
- compilation of complete and accurate source citations
- an analysis and correlation of the collected evidence
- resolution of any conflicting evidence
- presentation of a soundly reasoned, coherently written conclusion"

**Genealogy Committee Policy 3.200** allows for the acceptance of a Genealogical Proof Argument and states:

**"3.200 GENEALOGICAL PROOF ARGUMENTS** - Genealogical proof arguments are necessary when the evidence, on its own, fails to lead to a clear conclusion. The proof argument consists of a detailed, written explanation of the evidence and reasoning used to reach a conclusion and is often necessary when:

- there is conflicting evidence
- there is an identity problem
- the conclusion requires indirect evidence, or
- the applicant wishes to clarify a conclusion.

The existence of genealogical proof arguments must be listed in the appropriate section of the application with the headings "Reference" or "Proof of Service". In addition, both the genealogical proof argument and the supporting proofs should be provided with the documentation."

Both of the above Genealogy Committee policies allow the reviewing SAR Staff Genealogist to consider a proof argument for generational conclusions on an SAR application. This form allows the applicant to demonstrate that a *reasonable effort* has been made to locate evidence to support the presented relationship. If vital records exist for the child in question, they must be submitted.

The reviewing Genealogist may ask for further research if it appears that important records may have been overlooked, which may require on-site research, since not all records are available on-line. **Copies of each source used to demonstrate the claimed relationship must be submitted with the form.**

When filling out the following form please note:

*The top section of page one will auto-fill the top section of the second page. It will be visible when the form is printed.*

- In the "What Relationship do you wish to Prove" Area - In ONE sentence, state what relationship this analysis attempts to prove.
- In the "List Records Searched with NO successful outcome" Area - State, in one or two sentences, WHY this analysis is necessary. Then, note the records that you searched with NO successful results. Include County/Town Records (e.g. Duplin Co NC Will Bks 1-5); State Records; Federal Records; Local/Church Records.
- In the "Sources you are using to Demonstrate the relationship. If there is conflicting evidence, cite it here" Area - Cite the sources that you will use to demonstrate the claimed relationship, and submit copies of each source.
- In the "Explain how the sources support the relationship" Area - Be Concise and explain how the sources you are using support the relationship you are trying to prove.
- In the "Conclusion" Area - In two or three sentences, briefly summarize your case.

### Additional Resources and Supports for Applicants:

- <https://bcgcertification.org/skillbuilding-its-not-that-hard-to-write-proof-arguments/>
- [https://www.sar.org/wp-content/uploads/2024-3-1\\_Genealogy\\_Committee\\_Policies.pdf](https://www.sar.org/wp-content/uploads/2024-3-1_Genealogy_Committee_Policies.pdf)
- <https://www.sar.org/wp-content/uploads/APG.pdf>
- <https://www.evidenceexplained.com/quicktips/proof-arguments-%26-citing-ourselves-in-the-process>

***The following Genealogical Proof Argument form only contains 2 pages and should not be altered to contain more than that.***

***Any form received containing more than those 2 pages will not be reviewed.***

## Proof Argument for Lineage on NSSAR Applications

Name of Applicant: (Applicant Name Redacted)	National Number:
Ancestor being researched: Robert Loxley Stubblefield	Patriot # P- 328284
<b>What Relationship or Fact do you wish to Prove:</b>	
<p>Goal is to prove that George T. Stubblefield (Gen 4) is the son of John Stubblefield (and Elizabeth "Betsy" Ann Claunch) (Gen 5). Documents will be cited and provided which will prove the identity of various individuals, and their relationship to George Stubblefield, and ultimately through these documents, that George Stubblefield is the son of John Stubblefield.</p>	
<b>List Records Searched with <i>NO</i> successful outcome:</b>	
<p>There was only one census record which listed this subject individual in the home of his father, John. The census (1880 Census of Marshall County, AL) listed "George T." as Thomas, age 6. Since we had no other record of George being called Thomas, it was unclear that these two individuals were one and the same person.</p>	
	
<b>Sources you are using to Demonstrate the relationship. If there is conflicting evidence, cite it here.</b>	
<p>Exhibit #1 - #5 - Various census records 1910 -1950, list the various names used by George Stubblefield's wife, Sisy/Sister/Eliza/Liza.</p> <p>Exhibit #1 &amp; Exhibit #6 - #10 list George Stubblefield's siblings, Henry &amp; Maggie, living with George and other family members, thus proving the relationship of George Stubblefield to other family members.</p> <p>Exhibit #11 &amp; #12 - Death Records of two proven siblings of George Stubblefield listing their father as John Stubblefield.</p> <p>Exhibit #13 - 1880 Census lists "Thomas" (George T.) Stubblefield in the home of John &amp; Betsy Ann Stubblefield, along with some of the proven siblings of George.</p> <p>Exhibit #14 - #16 - Census and marriage records indicating marital relationships with (two) females of the "Cлаunch" family, and proof that both wives were sisters to each other, the daughters of Richard Claunch &amp; Sarah Drake.</p> <p>Exhibit #17 - #18 - Deeds proving the relationship of John's two son's, Joseph &amp; John (Jr.), by his first wife Leticia Ann Claunch, and proving Leticia was the daughter of Richard Claunch, and proving these two sons were the only two children surviving their mother.</p> <p>Exhibit #19 - Similar deed by John Stubblefield's 2nd wife, (Elizabeth) Betsy Ann Stubblefield, "formerly Claunch", stating she was the daughter of Richard Claunch, dec'd.</p> <p>Exhibit #20 - #22 - Additional deeds naming other children of Richard Claunch provided only for similarity to other deeds, but have no value to make the point of relationships to John or George Stubblefield.</p>	

## Proof Argument for Lineage on NSSAR Applications

Name of Applicant:

National Number:

Ancestor being researched:

Patriot # P-

### Explain how the sources support the relationship or fact.

All of the documents provided paint a detailed picture of George Stubblefield's family relationships, including the Claunch family, and by doing so, prove that George Stubblefield was, in fact, the son of John Stubblefield and (Elizabeth) Betsy Ann Claunch.



### CONCLUSION

Several conclusions have been made in order to provide proof of the relationship of George Stubblefield to his parents:  
1) Sissy Derrick Stubblefield is, in fact, Eliza Derrick Stubblefield, the wife of George Stubblefield.

2) Joseph & John Stubblefield were the sons of Leticia Claunch & John Stubblefield, and the half siblings of George Stubblefield.

3) Both Leticia Ann Claunch & Elizabeth "Betsy" Ann Claunch were wives of John Stubblefield, and daughters of Richard Claunch & Sarah Drake.

4) GEORGE STUBBLEFIELD & siblings, Mary, Elizabeth, Maggie, & Henry were the children of John & 2nd wife Betsy Ann Claunch Stubblefield.

I do hereby recognize and acknowledge this 2-page form to be a true representation of the evidence contained in the submitted documents to support the above analysis. I also understand that the documentation submitted as proof is subject to SAR standards and interpretation. SAR Staff reserves the right to annotate the submitted analysis.

\_\_\_\_\_  
Applicant's Printed Name:

\_\_\_\_\_  
State Society

\_\_\_\_\_  
Preparer's Printed Name:

\_\_\_\_\_  
Applicant's Signature:

\_\_\_\_\_  
Preparer's Signature:

\_\_\_\_\_  
Date:

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- there is conflicting evidence
- there is an identity problem
- the conclusion requires indirect evidence, or
- the applicant wishes to clarify a conclusion.

The existence of genealogical proof arguments must be listed in the appropriate section of the application with the headings "Reference" or "Proof of Service". In addition, both the genealogical proof argument and the supporting proofs should be provided with the documentation."

Both of the above Genealogy Committee policies allow the reviewing SAR Staff Genealogist to consider a proof argument for generational conclusions on an SAR application. This form allows the applicant to demonstrate that a *reasonable effort* has been made to locate evidence to support the presented relationship. If vital records exist for the child in question, they must be submitted.

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- <https://www.sar.org/wp-content/uploads/APG.pdf>
- <https://www.evidenceexplained.com/quicktips/proof-arguments-%26-citing-ourselves-in-the-process>

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## Proof Argument for Lineage on NSSAR Applications

Name of Applicant: (Applicant Name Redacted)	National Number:
Ancestor being researched: James Hersey	Patriot # P- 18034
<b>What Relationship or Fact do you wish to Prove:</b>	
What was the place of marriage for Timothy Fletcher Hersey (GEN 5) to Eliza R Johnson (GEN 5)?	
<b>List Records Searched with <i>NO</i> successful outcome:</b>	
Ancestry.com "Illinois, U.S., Civil Marriages, 1833-1889" Ancestry.com "Illinois, U.S., County Marriage Records, 1800-1940" Familysearch.org "Illinois, County Marriages, 1810-1940" Familysearch.org "Jo Daviess Co., IL births, 1877-1905; delayed births, ca. 1918-1986 [see note below]; marriages, 1830-1922; deaths, 1877-1930 : indexes to births, ca. 1877-1986; marriage index, ca. 1878-1988; death certificate index, 1916-1964"	
 The logo for the Sons of the American Revolution (SAR). It features a stylized American flag with stars in the upper left and stripes across the center. Overlaid on the flag is the word "SAR" in large, bold, serif letters. Below "SAR" is a registered trademark symbol (®). At the bottom, the words "SONS of AMERICAN REVOLUTION" are written in a smaller, sans-serif font.	
<b>Sources you are using to Demonstrate the relationship. If there is conflicting evidence, cite it here.</b>	
<ol style="list-style-type: none"><li>1) Newspapers.com "The Abilene Democrat", 18 May 1905, p. 1, col. 3</li><li>2) Google Books "The United States Biographical Dictionary: Kansas Volume : Containing Accurately Compiled Biographical Sketches, into which is Woven the History of the State and its Leading Interests" (Chicago and Kansas City: S. Lewis &amp; Company, 1879), pgs. 533 &amp; 534</li><li>3) 1850 cen., Jo Daviess Co., IL, p. 161A, Stephen Johnson hh</li><li>4) "The Abilene Democrat", 18 May 1905, p. 1, col. 3</li></ol>	
There is conflicting evidence in the migration path for Timothy Fletcher Hersey (GEN 5) between source 1 and 2 above. Based on the publication date of the Biographical Dictionary, having occurred while Timothy was still living, likely sourced from primary direct evidence, more credence is given to this source rather than his obituary published after his death and relying on an unknown source.	

## Proof Argument for Lineage on NSSAR Applications

Name of Applicant:	National Number:	
Ancestor being researched:	Patriot # P-	
<b>Explain how the sources support the relationship or fact.</b>		
<p>Timothy Fletcher Hersey (GEN 5) was born 17 August 1827 in Sumner, Oxford Co., ME, (source 1 and 2 on the previous page). Despite conflicting migration paths from these two sources (the former (source 2) migrating through Wisconsin before arriving in Jo Daviess County, IL, and the later (source 1) migrating directly from his birthplace to Northern IL (Jo Daviess Co., IL lies on the northern border of the state adjacent to Wisconsin)), both sources place him Northern Illinois at the time of his marriage (specifically "Joe[sic] Daviess County, Illinois" when married at the age of 24 (per source 2) and Northern Illinois (source 1)). Tim's future spouse, Eliza Johnson (GEN 5), age 15, was enumerated on 18 October 1850 in Wards Grove Precinct, Jo Daviess County, Illinois in the household of Steven Johnson, her inferred father, two years before her marriage (source 3). And finally, while the date of Timothy Fletcher Hersey's marriage to Eliza R Johnson on 18 February 1852 is sourced in his obituary, the place of the marriage is described no more specifically than Northern Illinois. The Biographical Dictionary does provide a specific location of residency for Timothy Fletcher Hersey (GEN 5) at the time of his marriage and his age of 24 years, but not a specific marriage date nor location of the marriage.</p>		
		
<b>CONCLUSION</b>		
<p>Based on the date of birth of Timothy Fletcher Hersey (GEN 5), he removed from Maine thru Wisconsin to Jo Daviess County, Illinois no later than 1847. And, based on his date of birth, he also would have been 24 years old (24 years, 6 months and 1 day) at the time of his marriage (calculating his date of marriage to his date of birth), providing corroborating evidence to the Biographical Dictionary source. When comparing that secondary evidence to the residency location of Eliza Johnson (GEN 5) two years before her marriage to Timothy, and Timothy's reported residency at the time of his marriage, it is highly probable that the location of the marriage for Timothy Fletcher Hersey to Eliza R Johnson was Jo Daviess County, Illinois.</p>		
<p>I do hereby recognize and acknowledge this 2-page form to be a true representation of the evidence contained in the submitted documents to support the above analysis. I also understand that the documentation submitted as proof is subject to SAR standards and interpretation. SAR Staff reserves the right to annotate the submitted analysis.</p>		
_____ Applicant's Printed Name:	_____ State Society	_____ Preparer's Printed Name:
_____ Applicant's Signature:	_____ Preparer's Signature:	_____ Date:

## Appendix F: Tips for Finding the Maiden Name

When the bloodline goes through the mother, there must be evidence showing the maiden name which can often be found in birth, death, or marriage certificates. However, this may not always be that easily found. The following suggestions are ways that the lack of a direct proof can be overcome:

- See if a deed listing the couple as grantor or grantee can be found that provides the maiden name of the wife.
- See if a probate record for the wife's supposed father, mother, or a sibling names her by her married name rather than her maiden name. If it is found in a sibling's probate, then proof of the sibling relationship must be also provided.
- See if the death record for a sibling provides the mother's maiden name. This would also require proof of the sibling relationship.
- See if a marriage record for a sibling provides the mother's maiden name. This would also require proof of the sibling relationship.
- See if an obituary or biographic sketch for a sibling mentions the maiden name of the mother. This would also require proof of the sibling relationship.

# Appendix G: Abbreviations

## Date Abbreviations

Applicants may use the following date-associated abbreviations.

- “abt” for “about” (instead of “ca” for “circa”)
- “aft” for “after” (instead of “p” for “post”)
- “bef” for “before” (instead of “a” for “ante”)
- “prob” for “probably”
- “cal” or “calc” for “calculated”

## Date and/or Location Abbreviations

Applicants may use the following date- or location-associated abbreviations.

- “bpt” for baptized
- “bur” for buried
- “Dist” for district
- “last ben” for last benefit (Social Security Death Index)
- “last res” for last residence (Social Security Death Index)
- “liv” for lived (it may appear as “aft 1880 cen” with “liv Louisville/Jefferson/KY”)
- “nr” for near location
- “prob” for probably also used in association with locations
- “Terr” for territory
- “Twp” for township

## Other Abbreviations Commonly Used by the Staff.

Applicants and registrars may see notations added to the application by the staff. A listing of some of these abbreviations follows:

- “bbl” for bible
- “bond” for marriage bond
- “cen” for census
- “fc” for first child or “ch b” for child born
- “int” for intent to marry
- “lic” of marriage license
- “mb” for marriage bond
- “ml” for marriage license
- “obit” for obituary
- “ts” for tombstone
- “wp” for will probated
- “ww” for will written

## **Standard USPS Postal Designations For States And Us Territories:**

Applicants must use the following state and U.S. Territory designations on the application form:

• Alabama	AL	• North Carolina	NC
• Alaska	AK	• North Dakota	ND
• Arizona	AZ	• Ohio	OH
• Arkansas	AR	• Oklahoma	OK
• California	CA	• Oregon	OR
• Canal Zone	CZ	• Pennsylvania	PA
• Colorado	CO	• Puerto Rico	PR
• Connecticut	CT	• Rhode Island	RI
• Delaware	DE	• South Carolina	SC
• District of Columbia	DC	• South Dakota	SD
• Florida	FL	• Tennessee	TN
• Georgia	GA	• Texas	TX
• Guam	GU	• Utah	UT
• Hawaii	HI	• Vermont	VT
• Idaho	ID	• Virginia	VA
• Illinois	IL	• Virgin Islands	VI
• Indiana	IN	• Washington	WA
• Iowa	IA	• West Virginia	WV
• Kansas	KS	• Wisconsin	WI
• Kentucky	KY	• Wyoming	WY
• Louisiana	LA		
• Maine	ME		
• Maryland	MD		
• Massachusetts	MA		
• Michigan	MI		
• Minnesota	MN		
• Mississippi	MS		
• Missouri	MO		
• Montana	MT		
• Nebraska	NE		
• Nevada	NV		
• New Hampshire	NH		
• New Jersey	NJ		
• New Mexico	NM		
• New York	NY		

## **Military Abbreviations**

These may be found on DAR or SAR record copies. Applicants are authorized to use the following:

1 <sup>st</sup> Lieutenant	1Lt	Ensign	Ens
2 <sup>nd</sup> Lieutenant	2Lt	Fifer	Fif
Aide de Camp	ADC	Fife Major	FifMaj
Admiral	Adm	French Army	FrA
Artificer	Arfr	French Navy	FrN
Armorer	Armr	General	Gen
Artillery	Artl	Gunner	Gnr
Assistant	Asst	Guard	Grd
Bombardier	Bmd	Lieutenant Col	LCol
Brigadier General	BGen	Lieutenant Gen	LGen
Boatswain	Bosn	Lieutenant	Lt
Boatman	Btm	Major	Maj
Cadet	Cadet	Marines	Mar
Captain	Capt	Matross	Matr
Captain Lieutenant	CapLt	Major General	MGen
Calvary	Cav	Midshipman	Mid
Commander	Cdr	Militia	Mil
Coast Guard	CG	Minute Man	MM
Chaplain	Chp	Mariner	Mrnr
Continental Line	CL	Master of ship	Mstr
Clerk	Clerk	Mate on a ship	Mte
Commissary	Cmsry	Musician	Mus
Continental Navy	CN	Navy	N
Cornet	Cnt	Non-Commissioned	Noncom
Colonel	Col	Naval Service	NS
Commodore	Commo	Officer (rank unk)	Of
Corporal	Cpl	Orderly	Ordl
Civil Service	CS	Orderly Sergeant	OrdlSgt
County Lieutenant	CtyLt	River Pilot	Pilot
Deputy	Dep	Paymaster	PM
Physician/Surgeon	Dr	Pensioned Soldier	PNSR
Drummer	Drm	Patriotic Service	PS
Drum Major	DrmMaj	Private	Pvt
Engineer	Eng	Privateer	Pvtr
		Quartermaster	QM

Quartermaster Gen	QMGen
Quartermaster Sgt	QMSgt
Signer Dec. of Indp	SDI
Sea Captain	SeaCap
Sergeant	Sgt
Sailor	Slr
Seaman	Smn
Soldier (rank unk)	Sol
Spy	Spy
Surgeon's Mate	SrgnMte
Surgeon General	SurGen
Teamster	Tms
Trumpeteer	Trm
Volunteer	Vol
Wagon Master	Wgm
Wagoneer	Wgn

## Appendix H: Examples of Acceptable and Insufficient Documentation

The following pages provide some examples of both acceptable and unacceptable documents.

Below is an example of a page from a professional journal. The editorial requirements of these journals (The American Genealogist, The New England Historical and Genealogical Register, The Genealogist, The National Genealogical Society Quarterly, and several others) are stringent regarding proper citation of facts. Articles on families found in these publications are well researched and documented and thus usually acceptable proof for lineages in an SAR application. Be sure to include the title page and table of contents.

110

*The American Genealogist*

[April

[hereafter Gloc. TC Recs.], 1:5 [Glocester Town Hall]).

John's first wife is unknown. He married secondly at Gloucester on 6 June 1749, ALICE READ (Glocester BMD, 31). The fact that there was no mention of a widow in the settling of John's estate, when ordinarily the widow would have had the first right of administration, leads to the conclusion that she had predeceased her husband. That John had an earlier wife is shown by the guardianship of his son John Callum, an "infant" who on 17 September 1754 nominated Lt. John Ross to be his guardian, indicating that he was above the age of fourteen (Gloc. TC Recs., 1:5). Thus, he was born between 1733 and 1740.

Children of John<sup>3</sup> Callum, all with 1st wife:

i (prob.) SARAH<sup>4</sup> CALLUM, m. Providence, R.I., 14 Dec. 1743, as his 3d wife, PETER<sup>4</sup> TEFFT, b. Kingston, R.I., 19 Dec. 1699, son of Peter<sup>3</sup> Tefft (Samuel<sup>2</sup>, *John* and Mary (—); resided at Smithfield, R.I., Groton, Conn., and Providence, R.I. (Rev. C.H.W. Stocking, *Tefft Ancestry* [Chicago, 1904], 15). He d. Smithfield bet. 27 March 1775 and 2 Sept. 1779, the dates that his will was executed and proved. This document mentions his wife Sarah, sons Samuel, Peter, David, William, Daniel, James and John Tefft, and daus. Abigail Corey, Sarah Randall, Jemima Handey, Jerusha Bishop and Mary Tefft (several of these children were by Peter's 1st 2 wives) (*R.I. Gen. Reg.* 1 [2d ed., 1986]:217).

Children of Peter and Sarah<sup>4</sup> (Callum) Tefft, b. Providence, R.I. (Arnold's *VR*, 2:249):

1 *John Tefft*, b. 13 Sept. 1744; m. Smithfield 29 Oct. 1762 Mary Mathewson of Gloucester, R.I. (Arnold's *VR*, 3:74).

2 *Sarah Tefft*, b. 4 Feb. 1746; m. by 1775 — Randall.

3 *Jemima Tefft*, b. 18 Jan. 1749; m. (int.) Uxbridge, Mass., 4 Feb. 1764 Ebenezer Handy (*VR*, 255).

4 *Jerusha Tefft*, b. 3 March 1762; m. Smithfield 16 April 1769 Thomas Bishop (Arnold's *VR*, 3:74).

ii (prob.) MARY CALLUM, m. Gloucester, R.I., 28 Feb. 1745 GEORGE<sup>4</sup> BUMPUS (Arnold's *VR*, 3:11), b. Rochester, Mass., 16 Dec. 1717 (*VR*, 1:62), d. Fishkill, N.Y., bet. 1790 and 1800 censuses, son of Jacob<sup>3</sup> Bumpus (Jacob<sup>2</sup>, *Edward*<sup>1</sup>) and Catherine (Aldridge) (Mrs. John E. Barclay, "The Bumpus Family of New England," TAG 43 [1967]:75).

iii JOHN CALLUM, b. ca. 1733-40, d. by 1759 when the inventory of his estate was presented; m. MARY —. He was a soldier in Capt. Ebenezer Jenckes's company in 1758 (Howard M. Chapin, *A List of Rhode Island Soldiers and Sailors in the Old French and Indian War, 1755-1762* [Providence, 1928], 46) and was called "decsd" in the 23 Jan. 1759 accounting of Capt. Jenckes (*Nine Rhode Island Muster Rolls Enlisted During the Old French War* [Providence, 1915], 29). The administration of his estate, granted to his widow Mary Callum on 7 April 1759, reads: "Whereas John Callum of Gloucester, . . . who was the last summer a soldier in his majesties Rhode Island Regiment who died intestate: and left some personal estate . . ." (Gloc. TC Recs., 1731-1784, 1:30). The fact that he served as a soldier in 1758 fits our supposition that he was born between 1733 and 1740. His widow was prob. the Mary Callum of Gloucester who m. there 29

1995]

*The Callum Family of Mass. and R.I.*

111

March 1762, Stephen Ballou of Smithfield (Arnold's *VR*, 7:8).

Child of John<sup>4</sup> and Mary (—) Callum:

1 *Hepsebeth<sup>5</sup> Callum*, called "of John of Gloucester" when she m. Wethersfield, Conn., 2 Aug. 1786 Abraham Herendeen "of Obadiah of Adams town, Massachusetts" ("Records of Old Smithfield," *Narragansett Historical Register* 4 [1885-86]:260). In June 1761, David Salsbury of Gloucester, husbandman, brought a suit against Hepsebeth "Collam" of Gloucester "an infant and heir at law to John Collam," late of Gloucester. Hepsebeth defaulted. The execution of the judgment for £60 was made by attaching about 25 acres of land set forth "by the mother and guardian of the within named Hepsebeth Collom to be sold as the law directs." (Providence Co. Court of Common Pleas, 4:451 [R.I. Judicial Archives, Pawtucket].)

iv (prob.) JEMIMA CALLUM, m. Smithfield 26 March 1749 WILLIAM FORD (Smithfield Book of VRs, 1:69 [City Hall, Central Falls, R.I.]); resided at Smithfield and Scituate, R.I., bef. her husband removed to Grafton, N.H. She may have d. bet. 5 May 1778 when she, with her husband, signed by mark a deed, conveying land at Scituate to Jeremiah Andrews, and 9 Feb. 1779, when she failed to acknowledge her mark (Scituate Land Evidence, 7:142). Her relationship to John Callum is suggested by William Ford's participation as administrator in the estate of John Callum.

Children of William and Jemima<sup>4</sup> (Callum) Ford, b. Smithfield, R.I. (Smithfield VRs, 1:69 [Smithfield Town Hall]):

1 *William Ford*, b. 12 Sept. 1749; m. Keziah Blackman ("Ford, Marston, Martin & Allied Families" [Bible rec. copied by Rumford Chap. DAR], N.H. Hist. Soc., Concord).

2 *Jean Ford*, b. 2 Nov. 1750.

3 *Zadok Ford*, b. 21 Sept. 1752.

4 *Richard Ford*, b. 13 Dec. 1753; m. Sarah Kimball (Rev. War Pension #S22246).

5 *Joseph Ford*, b. 18 Aug. 1755; m. Foster, R.I., 11 Nov. 1787 Olive Irons (VRs, 1:56 [Foster Town Hall]).

6 *Anne Ford*, b. 21 April 1757.

7 *Beersheba Ford*, b. 25 Nov. 1758.

8 *Prudence Ford*, b. 8 Jan. 1763; m. Aaron Barney Jr. (Eugene Dimon Preston, *Genealogy of the Barney Family in America* [n.p., 1990], 153).

(concluded)

We are grateful to Janet Ireland Delorey of Shrewsbury, Massachusetts, for her research and assistance in the preparation of this article.

CORRECTION: The first installment of this article (70[1995]:5, line 1) states that John<sup>2</sup> Callum was born in Salem; he was, in fact, born in Lynn.

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The following two pages show an example of a well-documented family history which meets the proof requirements of the NSSAR. The footnotes and/or transcripts of primary documents show the sources used to compile the lineage. The title page of the family history is also required in the document submission.

## THE HALL FAMILY OF KENTUCKY AND TEXAS

In the late 1920's or early 1930's, an elderly woman wrote to her daughter about her people: "George Hall was a full-blooded Englishman from Birkenhead, Cheshire, England; came in the early days and settled in Pennsylvania, then to Kentucky. His wife was a Ruble. They had one son, Jesse, who was my grandfather."

These intriguing writings contain errors, but enough truth was present to set off an extensive search for "George Hall, the Englishman." That the Halls came from England no doubt is true, but it is known that another Hall, not George, married a Ruble. Further, there is reason to believe that the Halls may have settled either in North Carolina or Virginia - possibly from Pennsylvania - before moving on to Kentucky. The name "George" is extremely rare among this branch of the family of Hall.

1 David HALL is the earliest HALL about which anything is known for certain, and in the census of 1880, in Breckinridge Co, KY, his oldest daughter stated that her father was born in North Carolina. At the time of this census, however, she was noted as suffering from "nervous insanity" and it is possible that someone else answered the census for her. David's other daughter stated in the same census that he was born in Virginia; however, she has not been identified beyond all doubt as actually being his daughter. He first appears on the tax lists of Mercer County as David "Hale" in the summer of 1800.

According to the various censuses, David was born between 1775 and 1779.<sup>1</sup>

David HALL, and a neighbor, John HUNGATE, executed a bond for his marriage to the widow Elizabeth (Ruble) HALE in Mercer County, Kentucky, on 22 December 1800<sup>2</sup>, and they were married in Washington County, Kentucky, just across the Washington/Mercer County line, on 24 December 1800. Elizabeth, who is thought to have been born about 1767, in Henry County, Virginia, was married on 16 January 1789, in Franklin County, Virginia, to Armstrong HALE, son of Thomas HALE<sup>3</sup> and Jane ARMSTRONG.<sup>4</sup> They moved to Kentucky around 1795, and appear on the tax roll of Madison County in 1796, before moving on to Mercer County in 1797. Armstrong was related to the HALEs who had come to Mercer County from Botetourt County, Virginia, about 1785. On 22 May 1798, Armstrong HALE purchased 125 acres of land on the waters of Deep Creek, Mercer County, for £130. This land was part of a survey made in the name of Joseph Willis, and patented in the name of Christopher Lillard.<sup>5</sup> Since this will be the home for David and Betsy for the next twelve years, it is worthwhile to quote the exact description as listed in the deed:

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<sup>1</sup>1810 US Census of Mercer Co, KY, p.313, & 1820 Census of Ohio Co, KY, show David as being between 26-45 years of age; 1830 US Census of Ohio Co, KY, lists him as being between 50-60 years of age. He died before 1840.

<sup>2</sup>Marriage Bond Box 3, Office of the County Clerk, Mercer Co, KY.

<sup>3</sup>Court Order Book 1, 1786-1789, p.169, Office of the County Clerk, Franklin Co, VA.

<sup>4</sup>Katherine Cooper, Paducah, KY, letter to author dated 27 Aug 1984.

<sup>5</sup>"Deed from Samuel Peter and Mary to Armstrong Hale," Deed Book #3, p. 450, Office of the County Clerk, Mercer Co, KY. Extract provided the author by Rudelle Mills Davis, El Paso, TX.

*Indenture between Samuel Peter & Mary of Washington Co and Armstrong Hale of Mercer County. For £130.0.0 a tract containing 125 acres in Mercer County on "Deep Creek which is the waters of Chaplin", it being part of a survey of 400 acres patented in the name of Christopher Lillard and part of a survey made in the name of Joseph Willis and of the lower or north end of said Lillard survey and of the upper or south end of said Willis survey and bounded as followeth, to wit: Beginning at 2 beech trees and sugar tree on the bank of Deep Creek and running thence south 63 degrees east 40 poles to a small ash dogwood & sugar tree in the original line & with the same. North 30 degrees east 144 poles to an elm & sugar tree thence North 60 degrees west 60 poles to a poplar or beech tree in the field. Thence North 82 degrees west 52 poles to a hickory & redbud. Thence South 45 degrees west 40 poles to an ash and redbud. Thence North 60 degrees west 64 poles to a sugar tree & white oak in the original line and with the same South 30 degrees west seven poles to a hickory & sugar tree, thence (along?) the original line south 27 degrees east 109 poles to two beech trees on the bank of a branch, thence down the branch and binding thereon 64 poles crossing the creek to the beginning.*

Armstrong HALE died in October 1799,<sup>1</sup> in Mercer County, and settlement of his estate showed that he and Betsy had the following children: Caleb, Josiah, Jehu, Jane and Armstrong, Jr. They became David HALL's step-children.<sup>2</sup> Appraisal of Armstrong's estate showed that he was a farmer who owned eight sheep, 21 hogs, nine cows and various farm implements.<sup>3</sup> Armstrong's estate also contained three slaves; Bob, Betty and Phily (female). Armstrong, Jr. was born in 1799, and died in Meade County, Kentucky, in 1859. Jane HALE married Jabez LEWELLEN and lived in Ohio County, Kentucky. It has been speculated that Elizabeth, David's wife, died in Askins, Ohio County, Kentucky, on 12 November 1829; she does not appear with David in the census of 1830, and certainly died prior to 1830, in Ohio County.

Elizabeth (Ruble) HALL was the granddaughter of Ulrick RUBLE (or RUBEL) and the daughter of Captain Owen RUBLE. On her mother's side, she was the great granddaughter of William HOGUE of Virginia, and the granddaughter of Margaret (Hoge) WHITE.

In Mercer County, Kentucky, there is the following Marriage Bond furnished by David HALL when he married the widow Elizabeth "Betsy" HALE:<sup>4</sup>

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<sup>1</sup>Deed Book #2, p. 148, Office of the County Clerk, Mercer Co, KY.

<sup>2</sup>Deed Book #7, p. 161, 4 Sep 1809, Office of the County Clerk, Mercer Co, KY

<sup>3</sup>"Will of Armstrong Hale," WB 2 p. 151, Office of the County Clerk, Mercer Co, KY, Nov 1799

<sup>4</sup>"David Hall marriage bond to Betsy Hale, 22 Dec 1800," Marriage Bond Box 3, Office of the County Clerk, Mercer Co, KY, photocopy owned by the author.

This is an example of a page from the typical family history which does not meet the proof requirements of the NSSAR. The lineage lists names, dates, and places but fails to provide any sources for where this information was obtained. It is unknown if this was merely hearsay or based on factual evidence. Family histories such as this can provide clues from which better documentation can be obtained to accompany an application, but this type of documentation is not sufficient for approval of an SAR application.

CHILDREN BY FIRST MARRIAGE:

- 3926. CAROLINE A.<sup>8</sup>, born April 24, 1819; unmarried; resided in Norton, Mass., in 1860.
- +3927. ALEXANDER K.<sup>8</sup>, born Dec. 14, 1821; married Elizabeth A. Perry.
- 3928. OLIVE<sup>8</sup>, born Jan., 1823; died Oct., 1825.

CHILD BY SECOND MARRIAGE:

- 3929. HEPZIBAH<sup>8</sup>, born Dec. 10, 1833; died Dec. 20, 1833.

1564. OLIVE RICHMOND<sup>7</sup> (George<sup>6</sup>, Gershom<sup>5</sup>, Josiah<sup>4</sup>, Edward<sup>3</sup>, John<sup>2</sup>, John<sup>1</sup>) was born in Middleboro, Mass., February 21, 1790, and died in Norton, May 2, 1863. She married, February 26, 1818, Jonathan, son of Joseph and Mehitable Redding of Raynham; he was born September 1, 1793, and died January 22, 1833.

CHILDREN:

- 3930. OLIVE REDDING<sup>8</sup>, born June 27, 1819; married, May 22, 1845, Joseph, son of Edward and Mary Adams; he was born June 26, 1819.
- 3931. JONATHAN REDDING<sup>8</sup>, born Feb. 5, 1823; married, Sept. 14, 1845, Ann M., daughter of Henry and Ann Mitchell of Bridgewater; she was born Oct., 1826. Children: Adeline A.<sup>9</sup>, born March, 1849; Edwin Lewis<sup>9</sup>, born Feb., 1851.

1565. BETSEY RICHMOND<sup>7</sup> (George<sup>6</sup>, Gershom<sup>5</sup>, Josiah<sup>4</sup>, Edward<sup>3</sup>, John<sup>2</sup>, John<sup>1</sup>) was born in Middleboro, Mass., June, 1793, and died in Rehoboth, June 27, 1833. She married, August, 1813, Sylvester, son of John and Hepzibeth Thayer of Taunton.

CHILDREN:

- 3932. ELIZA T. THAYER<sup>8</sup>, died in Taunton, July, 1843.
- 3933. NANCY THAYER<sup>8</sup>, born May 26, 1819.

1566. ROSANNA RICHMOND<sup>7</sup> (George<sup>6</sup>, Gershom<sup>5</sup>, Josiah<sup>4</sup>, Edward<sup>3</sup>, John<sup>2</sup>, John<sup>1</sup>) was born in Middleboro, Mass., 1794, and died February 3, 1854. She married (banns published May 25, 1816) William, son of David and Silence Harvey of Taunton; he was born June 27, 1792, and died February 4, 1838, in Taunton.

CHILDREN:

- 3934. ELMIRA HARVEY<sup>8</sup>, born April 11, 1818; died in May, 1818.
- 3935. WILLIAM HARVEY<sup>8</sup>, born May 12, 1819; married Betbiab, daughter of Elijah and Lucinda Leonard; he was born April 21, 1814. Children: Rosanna<sup>9</sup>, born June 11, 1824, died Sept. 11, 1826; Caroline<sup>9</sup>, died Jan. 19, 1849; George S.<sup>9</sup>, born Aug. 2, 1833, married, Feb. 28, 1854, Ellen M. Sinclair, and had Walter C.<sup>10</sup>, born Dec. 9, 1855.

1567. PHEBE RICHMOND<sup>7</sup> (George<sup>6</sup>, Gershom<sup>5</sup>, Josiah<sup>4</sup>, Edward<sup>3</sup>, John<sup>2</sup>, John<sup>1</sup>) was born in Norton, Mass., August 13, 1798, and died in Attleboro, July 17, 1856. She married, October 15, 1820, Abiathar, son of Abiathar and Betsey Thayer of Attleboro. He was born May 31, 1796.

CHILDREN:

- 3936. HORACE A. THAYER<sup>8</sup>, born Oct. 23, 1824; married, May 27, 1848, Abby R., daughter of Noah and Rosanna Blanding; she was born March 5, 1826. Child: Anne F., born Jan. 22, 1849.
- 3937. PHEBE ANN THAYER<sup>8</sup>, born June 23, 1833; married, Dec. 28, 1856, James B., son of Gilbert Hewitt of Taunton.

# Appendix I: Pended Applications and Appeals

## **Pended Applications**

The Genealogy Staff may suspend the review of an application if the documentation submitted is not sufficient to prove the lineage and/or service. In the event of a pended application, the applicant or his sponsor may submit additional documentation to establish the lineage or may use another patriot to qualify for SAR membership. Failing either option, the application may be withdrawn by the applicant or after a period set in policy. After the period set in policy, the application will be returned to the State Society or destroyed unless an exception has been granted by the Genealogist General, see GCP Sec. 6/3002.

The Genealogy Staff may also pend an application if there is a serious administrative problem with the application such as dates entered in the form 10/10/1900. The Staff will notify the state point of contact regarding the problem(s) that must be resolved before the application can be approved.

If additional documentation is provided to resolve the questions for which the application was pended, and it is less than five (5) pages, that information can be submitted, via the State Society Point of Contact, as an email attachment. If the additional documentation is more than five (5) pages, the Point of Contact must mail it. The POC should address the additional documentation to the NSSAR with attention to the Genealogist Staff member who pended the application and a cover letter providing the ACN# of the pended application.

If the applicant chooses to use another patriot ancestor, approval of the revised application closes the transaction. For new member applications, a maximum of two changes of the Patriot ancestor used for an application are permitted without payment of an additional application fee. The replacement application and documentation should be mailed by the POC, also using a cover letter explaining that the application is a replacement to the pended ACN and sent to the NSSAR with attention to the Genealogist Staff member who pended the application. If additional information is subsequently found that proves the initial pended line, the applicant may submit a supplemental application as a totally separate transaction as though he had not filed an application on that patriot previously.

The additional material or replacement applications should NOT be sent with a transmittal form, as additional fees are not required. Include a cover letter referencing the applicant's name and the ACN#. Do not send additional or replacement material in the same package with new or supplemental applications which require a transmittal form. It is recommended that documents associated with separate applications be sent in separate envelopes within a larger envelope.

## **Submission of Additional Information**

If the Genealogy Staff requests additional information to resolve an issue that is pending an application, the request is made through the designated State Point of Contact who should pass the request on through the Chapter Registrar and the applicant. All additional mail regarding an approved application already on file, or a pended application, must be vetted through the State Point of Contact, who will evaluate the material and forward to National only that which is necessary/pertinent to the specified new or supplemental application. The State Point of Contact may not give permission for an applicant or other society member to directly contact the

genealogy staff. When sending in additional information, documentation, material, etc. for a file that has already been received at National, it should be sent separately and apart from any other mailing and should refer to the ACN# already assigned to that application. When no money is included with a mailing, it can go directly to the person it is intended for. Otherwise, if it is put in with other mail that has money, it must go through several hands before it is given to Genealogy resulting in an unnecessary delay in handling.

## **Appeals**

Applicants may appeal an adverse decision.

These decisions are:

- Pending an application,
- denying that a particular service of the patriot has been proven,
- denying that a particular name on the application has been proven, usually a spouse not in the bloodline of descent from the patriot to the applicant; and
- denying that a date or place of birth, death, or marriage has been proven.

An applicant with the concurrence of his state's registrar, genealogist, point of contact or president has the right to request that the Genealogist General review an adverse decision or decisions made by the Genealogy Department staff, see the GCP, Sec. 6.6002 for information regarding the process.

An applicant, with the concurrence of his state's registrar, state genealogist, or state president has the right to appeal an adverse decision of the Genealogist General under the provisions of Bylaw 9. The process is described in GCP, Sec 6.6003.

# Appendix J: Frequently Asked Questions

## **Q: How many copies of the application do I need to submit on the watermarked SAR Paper?**

A: The NSSAR Genealogy Staff only requires one copy. However, several State Societies may require a second copy for their records. Check with your State Registrar or Genealogist for the number needed by your State Society.

## **Q: If I have problems, which SAR genealogist should I phone or e-mail.**

A: Only the state's state point of contact may contact the SAR genealogy staff. You should contact ~~him~~ the state registrar with your questions. In most cases, he will be able to answer your questions. If not, he can contact the genealogy staff and get the answer back to you. Direct contact by the applicant or sponsor with the Genealogy Staff member is permitted only when initiated by the Genealogy Staff member.

## **Q: If I wish to correct an already approved application, what is the process?**

A: An approved SAR application provides information that was determined to be correct and sufficient for SAR Genealogy Staff approval at the time the application was submitted. A considerable number of approved SAR applications could be upgraded with subsequently discovered additional documentation pertaining to genealogical lineage, the patriot ancestor's Revolutionary War service or the patriot ancestor's burial location. However, inclusion of such additional information in SAR application records can only be accomplished by: (a) submission of a new SAR application for the patriot and lineage by a qualifying relative of the original applicant or (b) submission of a supplemental application based on a different genealogical lineage leading to the same patriot ancestor. Already approved applications will not be amended. (See GCP, Sec. 6.2001.)

## **Q: What do the markings on DAR and SAR record copies signify? How can these markings be used when preparing a new application?**

**A: Verification marks:** When a name, date, or location is verified, the SAR or DAR staff genealogist will apply a verification mark (a check mark or forward slash) above the piece of information. This indicates that the genealogist has seen the information within the cited documentation and can attest to its veracity. All verified information should be found within the supporting document packet.

**Center check marks:** Some DAR and SAR record copies contain what is known as "center check" verification marks, located above the words "born" "died" and "married" rather than above the individual pieces of information. The "center check" marks in DAR record copies indicate that the information was previously verified in an earlier application and can be trusted to be correct. When an SAR record copy has center check marks, this indicates that it was prepared using a DAR center-checked record copy.

**Brackets:** When a piece of information is wrong or not verified within the provided documentation, the staff genealogist will place parentheses around the information. This is known as "bracketing" and indicates that the information could not be found within the supporting document packet. Note: the practice of bracketing unverified information is relatively new, and not all SAR record copies will have brackets. Defer to the verification marks when using a record copy to prepare an application.

**Lineage lines:** When the lineage between a parent and child is confirmed, the staff genealogist will indicate this with a vertical line between generations. If a DAR record copy was used to confirm lineage, the SAR staff genealogist will write out the DAR record copy number between generations.

**Editorial markings:** If you see little marks resembling an arrow (^), this means that the reviewing genealogist has added information to the application, either from the provided documentation or from additional documentation gathered. The new application should reflect the changes and additions made to the referenced record copy.

It is important to consider these markings when using an SAR or DAR record copy to prepare a new application. If the information is marked (or center checked), it is safe to include on the application. If the information is bracketed or does not have verification marks, it is unverified and therefore should not be included on the new application. If you have documentation that proves information previously bracketed, please include this in your application. If information on a record copy is verified, it is unnecessary to supply additional documentation.

## Appendix K: Staff Application Markings

In presenting family plan groups of applications, one set of documentation will be submitted in addition to the generational documentation needed to tie into the primary application. Staff will add language to the application and mark all applications in a similar fashion. These markings are not to be included on future applications, nor used by application preparers.

For staff to stamp/write on apps submitted with another app that includes the documents:

Documentation for generation(s) \_\_\_\_\_ - \_\_\_\_\_ in file of applicant's  
\_\_\_\_\_  
ACN#\_\_\_\_\_.  
Example: "in file of applicant's father/brother/cousin/grandfather – that person's name – ACN#  
123456

*Note: staff doesn't put the ACN# if it's the applicant's father, since his name is reflected in gen 2.*

**For applicants** to enter on additional applications (submitted together in a family plan) in the References section for shared generations:

In file of \_\_\_\_\_. (Name of applicant whose documentation also supports the application of this family member.)

# Appendix L: Changes to Previous Versions

## **6 March 2015 Modified**

- p. 5 – added sources for proof of service
- p. 7, “Form Requirements” – applicant’s birth certificate
- p. 15. Documents in a foreign language
- p. 21 – revised policy on the use of older SAR, DAR, and C.A.R. Record Copies
- pp. 45-57 with examples of DAR Record Copies removed.

## **10 April 2015 Modified**

- p. 21 removed SAR Record Copies from the revised policy explanation.

## **1 June 2015 Modified**

- p. 2 added statement that Registrars may make pen and ink corrections on applications to show inclusion of more information or documentation.
- p. 13 modified explanation regarding DAR and C.A.R. Record Copies.
- p. 14 removed statement regarding the acceptability of DAR Short Forms.

## **22 November 2015 Modified**

- Replaced references to previous genealogy policies replaced by the most recent consolidated Genealogy Policy.
- p. 26 – added information regarding expedited processing of applications.
- p. 45 – additional information regarding reasons for staff pending of applications.
- p. 46 – additional information regarding the appeal process.

## **26 February 2016 Modified**

- p. 7 & p. 9 – criteria regarding possible adoptions.

## **20 January 2018 Modified**

- p. 4 – description of direct evidence.
- p. 5 – proof of Service.
- p. 7 – application form requirements regarding paper and entry of unsupported information.
- p. 17 – DNA evidence.
- p. 27 – Family Plan applications per change to Bylaw 22 Fees and Dues.
- p. 27 – added C.A.R. applications in support of Jr. Member applications.
- p. 44 – return or destruction of pended applications after period set in policy.

## **30 September 2022 Revised**

- Based on guidance from the Chairman of the Genealogy Policy Committee the APM Subcommittee renamed the APM to the Application Preparation Guide. The object is to make the product more focused on providing guidance and easier to use. At the same time, the Subcommittee updated the information based on policy changes. While much of the approved old language remains, some of it is edited to improve readability. Large in-depth discussions are delegated to the Appendix. The Subcommittee added new elements including examples of an application in Word format and in the online format. In addition, they added a new Applications Requirement List.

**21 November 2022 Revised**

- P. 6 – Family Plan Applications
- P. 8 – Expedited processing
- p. 25 – Proof Summaries or Proof Arguments
- p. 31 – Membership Application Checklist
- Editorial changes and corrections

**21 August 2023 Revised**

- p. 8 – Expedited processing (omitted from 21 Nov 2022 version)
- Editorial changes and corrections (omitted from 21 Nov 2022 version)
- pp. 19-20 – Rewritten section on “Use of DNA Evidence to Prove Lineage”
- pp. 33-36 – Updated Appendix B to current reference information and reorganized for SPoC Review
- pp. 38-40 – Added information to Appendix C on DNA evidence executive summary and sample
- Formatting and editorial changes and corrections

**22 September 2023 Revised**

- p. 17 – Added paragraph on electronic DAR record copies

**18 December 2024 Revised**

- pp.6-7 – Added language regarding staff markings to family plan groups of applications
- p. 8 – Requirement of death certificate or other proof of death
- p. 9 – Added minimum standards or applications could be pended and returned to SPoC
- p. 10 – Added information for online form to prevent page breaks in lineage including references
- p. 12 – Added language requiring date format
- p. 17 – Added language disallowing any DAR copies other than official record copies and requiring clear reduced printing
- p. 22 – Added language referencing use of new proof summary tools
- pp. 33-36 – Updated Appendix B to current reference information
- pp. 52-57 – Examples of new Proof Argument Tool
- p. 69 – Added FAQ regarding staff marking of applications
- p. 71 - Added Appendix K with markings of Family Plan Applications

**28 February 2025 Revised**

- p. 12 – Updated language for Maiden Names.

**02 June 2025 Revised**

- p. 38 - Replaced example of executive summary to reference to website.

**03 Jan 2026 Revised**

- p. 8 – Added language to Memorial Applications.