

Washington, DC Research Tour 2025

Pre-Tour Preparation Meeting

THE BRUE FAMILY LEARNING CENTER



American Ancestors[®]
by NEW ENGLAND HISTORIC GENEALOGICAL SOCIETY

Meet today's presenters



Kathleen Mackenzie
Education and Programming
Manager



Rhonda R. McClure
Senior Genealogist

OVERVIEW

- **Presentation (40 mins.)**
 - Goals of the program
 - Getting to Washington, DC
 - Program overview
 - Research preparation
 - Next steps
- **Q&A (15 mins.)**

Goals & Overview



Voice of
Kathleen Mackenzie,
Education & Programming
Manager





David Allen Lambert
Chief Genealogist



Rhonda McClure
Senior Genealogist



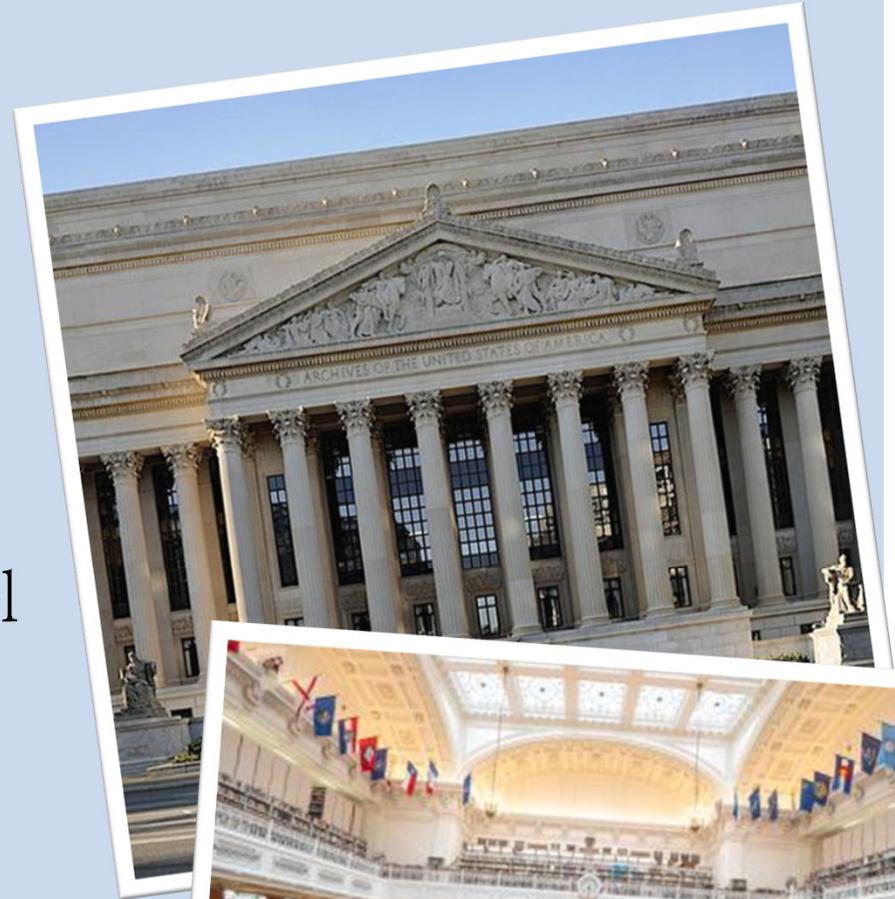
Melanie McComb
Senior Genealogist



Kathleen Mackenzie
Education and Programming Manager

Washington, DC Research Tour

- March 23 – 29, 2025
- Repositories:
 - National Archives I
 - DAR Library
- Hotel: State Plaza Hotel



Tour includes

For researchers and guests:

- Hotel (room and tax)
- Two dinners

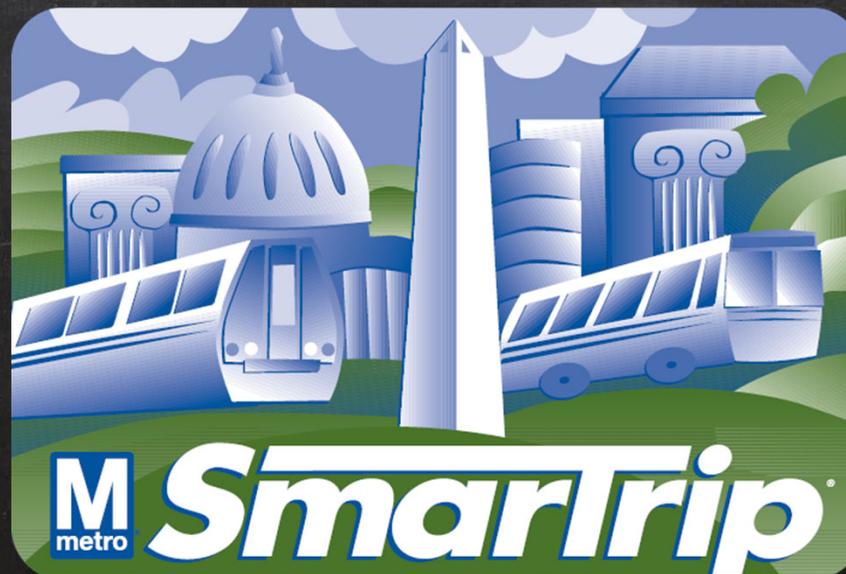
For researchers only:

- Lectures and orientations
- Consultations
- Transportation to repositories

Transportation & Hotel

Tip

Buy a SmarTrip Card!





Early Arrival/Late Departure

- Contact the hotel directly to arrange early arrival and/or late departure.
- The hotel will have our rooming list with everyone's names on February 23, 2025.



Dining Options Near Hotel

In Hotel:

- Garden Café

Nearby:

- Dunkin' Donuts
- CVS
- Whole Foods
- Starbucks
- Tonic
- Carvings
- Founding Farmers
- Beefsteak

American Ancestors Participant Information and Research Interests Forms (Required for all)

Participant Form 1 - For Pre-Tour Zoom Consultation - Due February 24

Please fill out this Participant Form **by February 24, 2025**. Your answers on this form will assist our genealogists in preparing for your pre-tour consultation! It also allows you to submit emergency contact information, dietary restrictions, and more.

Participant Form 2 - For Two On-Tour Consultations - Due March 7

Please fill out this Participant Form **by March 7, 2025**. Your answers on this form will assist our genealogists in preparing for your two on-tour consultations!

If you have any questions about filling out these forms, please contact Education and Programming Manager, Kathleen Mackenzie at kathleen.mackenzie@americanancestors.org. Please note that **you have the option to save your form and return to it** by clicking the "Save" button at the bottom of the page.

NARA Orientation (Required for those who have not visited NARA in DC in the last year)

This online orientation takes about 15-20 minutes to complete. You will receive a certificate once it's complete, which you will need to present when we arrive to NARA. You can either print the certificate or take a picture of it with your phone. Complete the online orientation here:

<https://rise.articulate.com/share/uK5NGkSpG74JHLTOcGPmM4e94MJyxQgD#/>

NARA Registration (Required for those who have not visited NARA in DC in the last year)

This is a quick form, and the registration will automatically go into NARA's system. There is no need to print it or take a picture to show that you've completed it.

<https://researchercommunity.force.com/securitycentral/s/kiosk-registration>

American Ancestors Navigating Our Nation's Federal Records Online Course (Optional but recommended if you plan to do a lot of research at NARA)

In 2022 we offered an online course, *Navigating Our Nation's Federal Records*. The course includes five 90-minute classes covering a wealth of information about records available at NARA. We're making this archived course available to you as part of your tour benefits!

Link to Course Content: <https://www.americanancestors.org/navigating-our-nations-federal-records-2022>

National Archives: Researcher Orientation

LAUNCH COURSE



Welcome to the National Archives and Records Administration (NARA)! The following slides provide information about rules, procedures, and practices that all researchers must follow.

See tour page for link.

National Archives and Records
Administration
CERTIFICATE OF COMPLETION

This certificate is granted to

Kathleen Mackenzie

In recognition of completing the **Researcher Orientation** course on Sun Mar 05 2023 13:15:52
GMT-0500 (Eastern Standard Time)

Please bring this certification with you to receive your researcher card





NATIONAL ARCHIVES
Researcher Registration Application
Registration Application Type:

* **New Researcher** ▾

(All fields are required.) Please type the requested information below in English:

*FirstName First Name...		*LastName Last Name...	
Home (Permanent) Address: <i>If you have foreign permanent address, please list it with Province as applicable</i>		Local Address: <i>If permanent address is outside the DC, MD or VA area.</i>	
*Street Address Street Address		Street Address Street Address	
*City City		City City	
*State State/Province	*Zip Zip	*Country Country	Zip Zip
CellPhone Cell Phone	HomePhone Home Phone	WorkPhone Work Phone	*Email Address

See tour page for link.

Navigating Our Nation's Federal Records Online Course

- Included with your tour benefits- link to course page found under “Pre-Tour To-Dos”

Navigating our Nation's Federal Records 2022

Thank you for registering for the online course, *Navigating our Nation's Federal Records!*

The National Archives and Records Administration (NARA) in Washington, DC is home to a genealogical goldmine of federal records kept since our nation's founding. From military pension records to federal land grants to immigration and naturalization records and beyond, this five-session online seminar will introduce you to the many records available, discuss how to access them from home or in-person, and demonstrate how to leverage these resources in your family history research.

This course includes exclusive access to five 90-minute lecture recordings and handouts. These recordings and all course materials will be available for the foreseeable future.

COURSE TOPICS

Schedule

Sunday, March 23

Sunday, March 23: Opening Evening

after 3:00 p.m.	Check-in at State Plaza Hotel
4:00–5:30 p.m.	Introductions and <i>Your Guide to the Week</i> , State Plaza Hotel, Ambassador Room
6:00–8:00 p.m.	Welcome Dinner, State Plaza Hotel, Diplomat Room

Monday, March 24

Monday, March 24: NARA

8:45 a.m.	Coach Pick-up at State Plaza Hotel for travel to NARA
9:00 – 10:00 a.m.	Researcher Registration and Orientation by NARA staff
10:00 – 11:00 p.m.	Essential NARA Records for Family History Research, presented by
11:00 a.m. – 5:00 p.m.	Personal Research and Consultations at NARA
5:00 p.m.	Coach Pick-up at NARA

Security at NARA

- We'll go through “airport style” security (metal detectors, showing ID) upon entrance and exit.
- Lockers are available and are operated by quarter. (Kathleen will have extra quarters!)
- On Monday we will get Researcher Cards—NARA staff will guide us through the process.
- Anything you take into the **research room** will need to go in a 10x10 plastic bag. Larger items like laptops and tablets need to have cases removed.
- Keep your Researcher Card with you- your Name Badge Lanyard is a good place to keep it (along with your quarter)!



Morning Entry

Information Desk

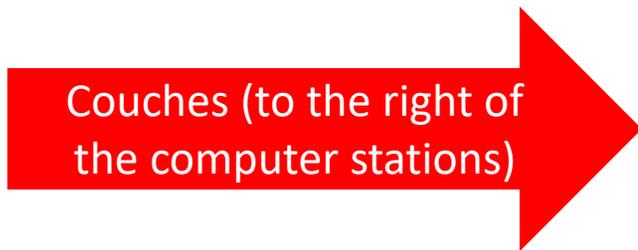




Bags, etc. allowed



Computers (to the right of Information desk)



Couches (to the right of the computer stations)







Tuesday, March 25

Tuesday, March 25: DAR Library

8:30 a.m.	Coach Pick-up at State Plaza Hotel for travel to DAR Library
9:00 a.m.–9:45 p.m.	Orientation to DAR Library
9:45–3:50 p.m.	Personal Research and Consultations at the DAR Library
4:00 p.m.	Coach Pick-up at DAR Library



Wednesday, March 26

Wednesday, March 26: Choose Your Repository

8:30 a.m.	Coach Pick-up at State Plaza Hotel for travel to DAR Library, then NARA
9:00 a.m.–4:00 p.m.	Personal Research and Consultations
4:00 p.m.*	Coach Pick-up at DAR Library, Drop off at State Plaza Hotel *Meet outside DAR Library at 3:55 p.m.
5:00 p.m.*	Coach Pick-up at NARA, Drop off at State Plaza Hotel *Meet outside NARA at 4:55 p.m.



Thursday, March 27

Thursday, March 27: Choose Your Repository

8:30 a.m.	Coach Pick-up at State Plaza Hotel for travel to DAR Library, then NARA
9:00 am–4:00 pm	Personal Research and Consultations
4:00 p.m.	Coach Pick-up at DAR Library, Drop off at State Plaza Hotel *Meet outside DAR Library at 3:55 p.m.
5:00 p.m.	Coach Pick-up at NARA, Drop off at State Plaza Hotel *Meet outside NARA at 4:55 p.m.

Friday, March 28

Friday, March 28: Choose Your Repository

8:30 a.m.	Coach Pick-up at State Plaza Hotel for travel to DAR Library, then NARA
9:00 am–4:00 pm	Personal Research and Consultations
4:00 p.m.	Coach Pick-up at DAR Library, Drop off at State Plaza Hotel *Meet outside DAR Library at 3:55 p.m.
5:00 p.m.	Coach Pick-up at NARA, Drop off at State Plaza Hotel *Meet outside NARA at 4:55 p.m.
6:00 a.m.–8:00 p.m.	Closing dinner, State Plaza Hotel

Saturday, March 29

Saturday, March 29: Check Out of Hotel

Before 12:00 p.m.

Check out of State Plaza Hotel

Optional activities **on your own**:

- 📖 *The DAR Library is open 9:00 a.m. - 5:00 p.m. on Saturdays if you'd like to do additional research there.*
- 📖 *NARA is closed for research on Saturdays, however you may consider visiting the [National Archives Museum](#)*
- 📖 *The Main Reading Room in the Library of Congress is open for research on Saturdays. You can learn more ab*

Dining Options Near NARA

- Charters Café (small cafeteria in NARA, open until 2:30 p.m.)
- Cosi
- Starbucks
- Soho Café Market
- Café Atlantico
- ...and much more! (will be included in packet)



Dining Options Near DAR

- Potbelly Sandwich Shop
- Carvings (deli with sandwiches)
- Devon & Blakely
- Greenberry's Coffee Co.
- SecreTea
- Starbucks

Participant Form

Participant Form Part 1 – Due March 24



American Ancestors[®]
A NATIONAL CENTER FOR FAMILY HISTORY, HERITAGE & CULTURE

Washington, DC Research Tour Part 1

In order to provide the best individual support during the Washington, DC Research Tour, we have compiled the following questionnaire. Please complete this form by February 24. If you have any questions please contact Education and Programming Manager, Kathleen Mackenzie, at kathleen.mackenzie@americanancestors.org.

Name *

First Name

Last Name

Preferred email for tour communications *

Participant Form Part 2 – Due February 7



American Ancestors.
A NATIONAL CENTER FOR FAMILY HISTORY, HERITAGE & CULTURE

Washington, DC Research Tour Part 2

In order to provide the best individual support during the Washington, DC Research Tour, we have compiled the following questionnaire. Please complete this form by March 7. If you have any questions please contact Education and Programming Manager, Kathleen Mackenzie, at kathleen.mackenzie@americanancestors.org.

Name *

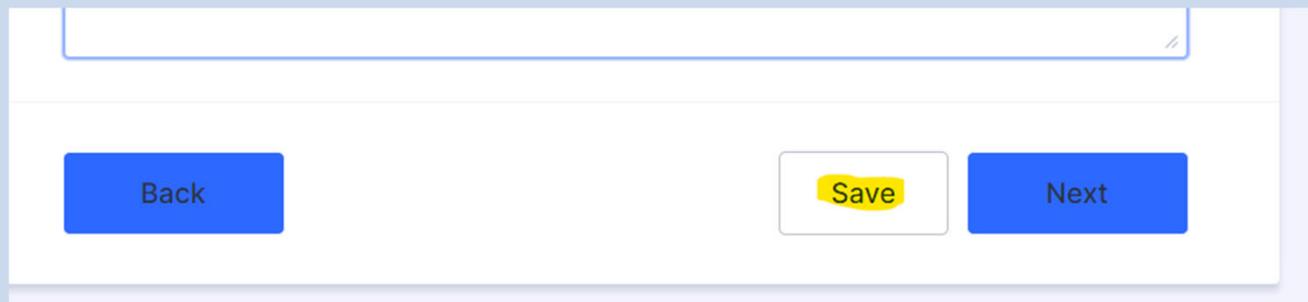
First Name

Last Name

Save

Next

Participant Form, Cont.

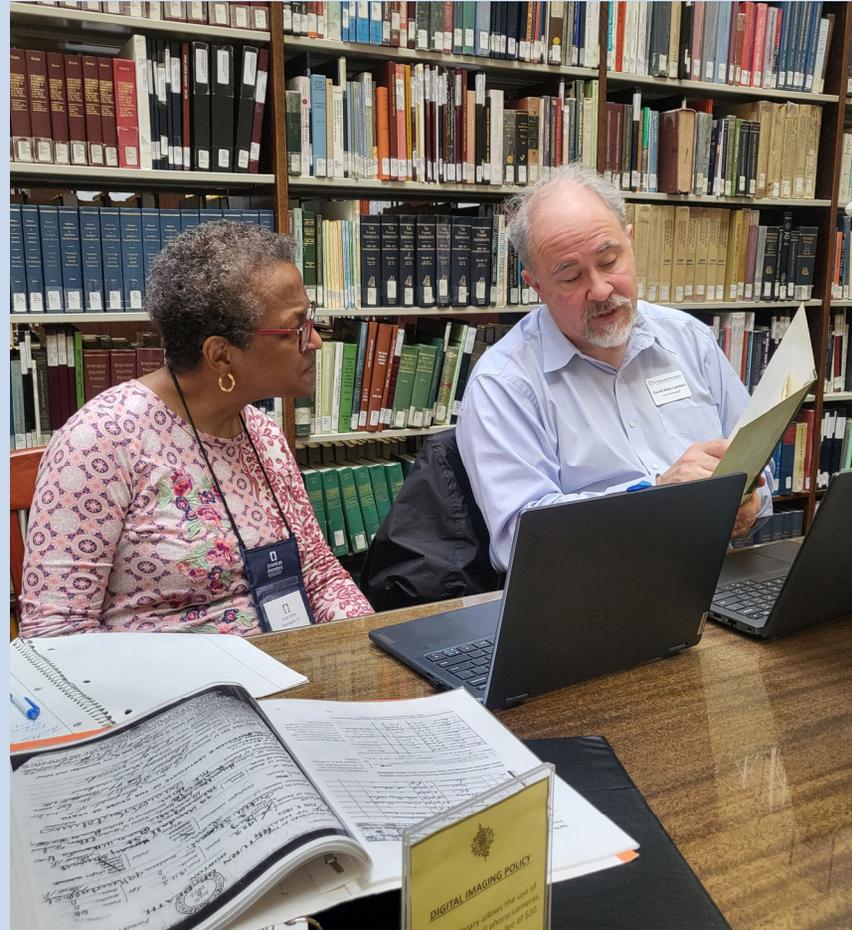


A screenshot of a web form interface. At the top, there is a white rectangular input field with a blue border. Below this field is a white navigation bar containing three buttons: a blue button labeled "Back", a white button with a yellow highlight labeled "Save", and a blue button labeled "Next".

Consultations

Consultations

- One pre-tour consultation
- Two on-site consultations
- 30 minutes each
- Participant form 1 due February 24, form 2 due March 7



Consultation at the DAR Library



David Allen Lambert

March 24, 2025 - NARA

9:30 – 10:00	_____
10:00 – 10:30	_____
10:30 – 11:00	_____
11:00- 11:30	_____
11:30 – 12:00	_____
1:30 – 2:00	_____
2:00 – 2:30	_____
3:30 – 4:00	_____
4:00 – 4:30	_____



Consultation Locations at NARA

Consultation Prep

- Focus your questions
- Bring family trees and copies of relevant documents (vital records, etc.)
- Be ready to list sources you have already checked
- Be prepared to work on a different branch when something turns up
- Trust the process!

Fellow Participants



Repositories & Your Research



Voice of
Rhonda R. McClure,
Senior Genealogist

NARA Resources

- Some published books
- Microfilm of National Archives records
- Military records before World War I
- Homestead Records
- Immigration Records
- Many other records relating to the United States

DAR Library Resources

- 225,000 books (including 40,000 family histories)
- 10,000 research files
- Thousands of manuscript items

Prepare at Home: Researching at NARA



Search Archives.gov

RESEARCH OUR RECORDS

VETERANS' SERVICE RECORDS

EDUCATOR RESOURCES

VISIT US

AMERICA'S FOUNDING DOCUMENTS

Research Our Records

Home > Research Our Records

⚡ National Archives Operations

Research rooms are open to the public by appointment only. Please refer to our [Frequently Asked Questions](#) for additional information.

The National Archives Museum in Washington, DC, and Presidential Library museums are open. Find our hours of operation on each museum's website.

Operating Status

Check our [Facebook pages](#) and [Twitter](#) or call 301-837-0700 in the DC area. Nationwide Federal government operating status updates are available on the [OPM website](#).

Research in the National Archives Catalog



- [Search the Catalog](#)
- [About the National Archives Catalog](#)
- [Using the National Archives Catalog](#)
- [Search Tips](#)
- [Contribute as a Citizen Archivist: Tagging / Transcription](#)
- [Catalog Guide for Genealogists](#)

Other Online Research Tools



- [Guide to Federal Records](#)
- [Online Tools / Ways to Search Online](#)
- [Access to Archival Databases \(AAD\)](#)
- [Microfilm Catalog](#)
- [Free Databases at NARA facilities](#)
- [Links to Records Digitized by our Partners](#)

What's New?

[More Researcher News](#) →

Research Events

- The National Archives Comes Alive! Young Learners Program: Meet Matthew Henson - February 9, 2023, 11:00 a.m. EST
- "First in Flight" Family Day in the Boeing Learning Center - February 11, 2023, 11:00 a.m. EST
- Kumpuri's Distinguished Lecture Series - February 13, 2023, 6:00 p.m. CST

www.archives.gov/research/



Search Archives.gov

Search

RESEARCH OUR RECORDS

VETERANS' SERVICE RECORDS

EDUCATOR RESOURCES

VISIT US

AMERICA'S FOUNDING DOCUMENTS

Guide to Federal Records

Home > Research Our Records > Guide to Federal Records in the National Archives of the United States

Guide to Federal Records

- [Main Page](#)
- [What's New?](#)
- [New Accessions](#)
- [On Our Partners' Websites](#)
- [Get Started](#)

Search Online

- [Search our Guide to Federal Records](#)
- [National Archives Catalog](#)
- [Access to Archival Databases](#)
- [Online Research Tools and Aids](#)
- [Presidential Libraries](#)

Research in Person

- [Free at the Archives](#)
- [Plan your Research Visit](#)

Guide to Federal Records in the National Archives of the United States

The Web Version of the Guide

This web version of the *Guide to Federal Records in the National Archives of the United States* is based on a paper version with the same title compiled by Robert B. Matchette et al in 1995.

This version incorporates descriptive information about federal records acquired by the National Archives after the 1995 paper edition went to press, and it is regularly updated to reflect new acquisitions of federal records.

Search the Guide:

(Enter 3 digits: "064" for RG 64)

Guide to Federal Records

- [Information About the Guide](#)
- [Alphabetical Index to the Guide](#)
- [Statistical Summary of Holdings by Record Group Number](#)
- [Record Groups by Topic Clusters](#)

Go to Record Group

(Enter 3 digits: "064" for RG 64)

www.archives.gov/research/guide-fed-records



Guide to Federal Records

51 results

immigration



Recommended by National Archives



The Real Story of the von Trapp Family

Movie vs. Reality: The Real Story of the v...

Von Trapp Family: Documenting **Immigra...**

Records of the von Trapp Family in the N...

Start Your Genealogy Research

Immigration Records at the National Arc...

La verdadera historia de la Familia von T...

"Get the **Immigration** Bill Reported"



YouTube 7 months ago

Visit www.lbjtapes.org for more clips and context.

Records of the **Immigration** and Naturalization Service [INS] | National Archives

<https://www.archives.gov/research/guide-fed-records/groups/085.html>

...2.4 Records relating to Chinese **immigration** and residence 85.2.5 Records relating...the United States >

Records of the **Immigration** and Naturalization ...

Federal Records Guide: Alphabetical Index - C | National Archives

<https://www.archives.gov/research/guide-fed-records/index-alpha/c.html>

...collection 36.3.1 Calexico, CA, office (**Immigration** and Naturalization Service) 85.5...141st meridian survey

36.2.4 Chinese **immigrant** smuggling 85.2.4 ...

Federal Records Guide: Alphabetical Index - B | National Archives

<https://www.archives.gov/research/guide-fed-records/index-alpha/b.html>

...49.14.2 Bakersfield, CA, office (**Immigration** and Naturalization Service) 85.5...77.10.4 Baltimore, MD, District

(**Immigration** and Naturalization ...

General Records of the Department of the Treasury | National Archives

Slide 54

KM0

What url is this?

Kathleen Mackenzie, 2023-02-04T18:46:29.963

GU0 0

<https://search.archives.gov/search/docs?utf8=&affiliate=national-archives&query=immigration&dc=3518>

Guest User, 2023-02-13T13:36:03.722



[RESEARCH OUR RECORDS](#)

[VETERANS' SERVICE RECORDS](#)

[EDUCATOR RESOURCES](#)

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[AMERICA'S FOUNDING DOCUMENTS](#)

Guide to Federal Records

[Home](#) > [Research Our Records](#) > [Guide to Federal Records in the National Archives of the United States](#) > [Records of the Immigration and Naturalization Service \[INS\]](#)

Guide to Federal Records

- [Main Page](#)
- [What's New?](#)
- [New Accessions](#)
- [On Our Partners' Websites](#)
- [Get Started](#)

Search Online

- [Search our Guide to Federal Records](#)
- [National Archives Catalog](#)
- [Access to Archival Databases](#)
- [Online Research Tools and Aids](#)
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Research in Person

- [Free at the Archives](#)
- [Plan your Research Visit](#)
- [Locate a Facility Near You](#)

[Help Us Protect the Records](#)

Records of the Immigration and Naturalization Service [INS]

(Record Group 85)

1787-1993 (bulk 1882-1957)

[Overview of Records Locations](#)

Table of Contents

- **85.1** Administrative History
- **85.2** Headquarters Records of INS and its Predecessors 1882-1955
 - **85.2.1** General records
 - **85.2.2** Records of the Division of Citizenship Training
 - **85.2.3** Records of the Federal Council of Citizenship Training
 - **85.2.4** Records relating to Chinese immigration and residence
 - **85.2.5** Records relating to registration of aliens
 - **85.2.6** Records relating to the assassination of President Kennedy
- **85.3** Passenger Arrival Records 1882-1957
 - **85.3.1** Passenger arrival lists (ship)
 - **85.3.2** Passenger arrival lists (air)
 - **85.3.3** Vessel crew lists
 - **85.3.4** Nunc pro Tunc ("Now for Then") records

Slide 55

KM0

What url is this?

Kathleen Mackenzie, 2023-02-04T18:47:55.199

GU0 0

https://www.archives.gov/research/guide-fed-records/groups/085.html?_ga=2.260666637.1275891631.1676295177-715797901.1649771

Guest User, 2023-02-13T13:36:10.301

KMO

Welcome to the fully redesigned National Archives Catalog!

Discover what's new!

homestead records



Advanced Search

Abandoned Automobiles and Oth... 555849



Contribute to the Catalog!

Citizen Archivist can now make contributions in the new Catalog.



Mark your calendar

The legacy Catalog will be retired in March 2023.



How are we doing?

Let us know what you think via our feedback survey

<https://catalog.archives.gov/>

Slide 56

KM0

Is this up to date?

Kathleen Mackenzie, 2023-02-04T18:48:57.448

GU0 0

<https://catalog.archives.gov/>

Guest User, 2023-02-13T13:38:15.184

KMO

NATIONAL ARCHIVES CATALOG

homestead records

Advanced Help Log in / Sign Up

Export... Share... Options...

1-20 of 56,861 results for *homestead records* in 0.92 seconds. Results per page: 20

Filter by: Sort by: **Most Relevant** < Prev Page 1 of 2,844 Next >

All records

Available to access online (56,611)

Data Source

- Archival Descriptions (56,849)
- Authority Records (12)

Type of Materials

- Textual Records (56,820)
- Maps and Charts (54)
- Data Files (17)
- Photographs and other Graphic Materials (14)
- Artifacts (3)
- Moving Images (2)

Select All

Series **Records of Homestead Selections, 1908**

This series includes handwritten **records** of the tracts selected by each allottee as **homesteads**. The information given for each allottee includes allotment number, approved roll number, Indian and "English" name, sex, age,...

NAID: 1076585 | Local ID: NRF-75OS-179

Creator: **Department of the Interior. Osage Allotting Commission. 1906-1909**

Record Group 75: **Records of the Bureau of Indian Affairs**

Series **Records Relating to Homestead Associations and Subsistence Homestead Projects, 1939-1954**

This series contains forms, agreements, and reports relating to **homestead** associations and subsistence **homestead** projects.

NAID: 7820769 | HMS/MLR: UD 6

Creators: **Department of Agriculture. Farmers Home Administration. 1946-12/27/1994; Department of Agriculture. Farm Security Administration. 9/1/1937-1/1/1947**

Record Group 96: **Records of the Farmers Home Administration**

Slide 57

KMO

Are these accurate?

Kathleen Mackenzie, 2023-02-05T00:54:42.385

The screenshot shows the National Archives Catalog interface. At the top left is the logo and text 'NATIONAL ARCHIVES CATALOG'. A search bar contains the text 'homestead records'. To the right of the search bar are links for 'Advanced', 'Help', and 'Log in / Sign Up'. Below the search bar, navigation links include '< Back to Search Results', 'Result 1 of 56,861', 'Share...', and 'Options...'. The main content area has a dark background and displays 'Record Group 75: Records of the Bureau of Indian Affairs'. Below this, there is a 'Series' label with a 'NOT YET DIGITIZED' warning icon. The title 'Records of Homestead Selections, 1908–1908' is prominently displayed. Underneath the title, the creator is listed as 'Department of the Interior. Osage Allotting Commission. 1906-1909 (Most Recent)'. At the bottom of the main content area, there are metadata links: 'NAID: 1076585', 'Local ID: NRF-75OS-179', 'Textual Records', and 'Collected: 1908–1908'.



Not Yet Digitized

This Series contains records, none of which have been digitized.

This series includes handwritten **records** of the tracts selected by each allottee as **homesteads**. The information given for each allottee includes allotment number, approved roll number, Indian and "English" name, sex, age, relationship to head of the household, the legal descriptions of the tracts selected, and the number of acres in each tract.

Arrangement

Arranged numerically by allotment number.

Dates

The creator compiled or maintained this series between 1908–1908.

Slide 58

KMO

Is this accurate?

Kathleen Mackenzie, 2023-02-05T00:54:53.789

KMO

National Archives at Fort Worth

Fort Worth, TX, 76140 (817) 551-2051 (817) 551-2034 ftworth.archives@nara.gov

Copy	Copy Status	Specific Media Type	Extent	Details
1	Reference, Reproduction, and Preservation	Bound Volume	1 linear inch	⋮

Control Numbers | 2

National Archives Identifier
1076585

Local Identifier
NRF-75OS-179

Tags

[Log in to contribute!](#) [Need Help?](#) | [Policy](#)

Slide 59

KMO

Is this accurate?

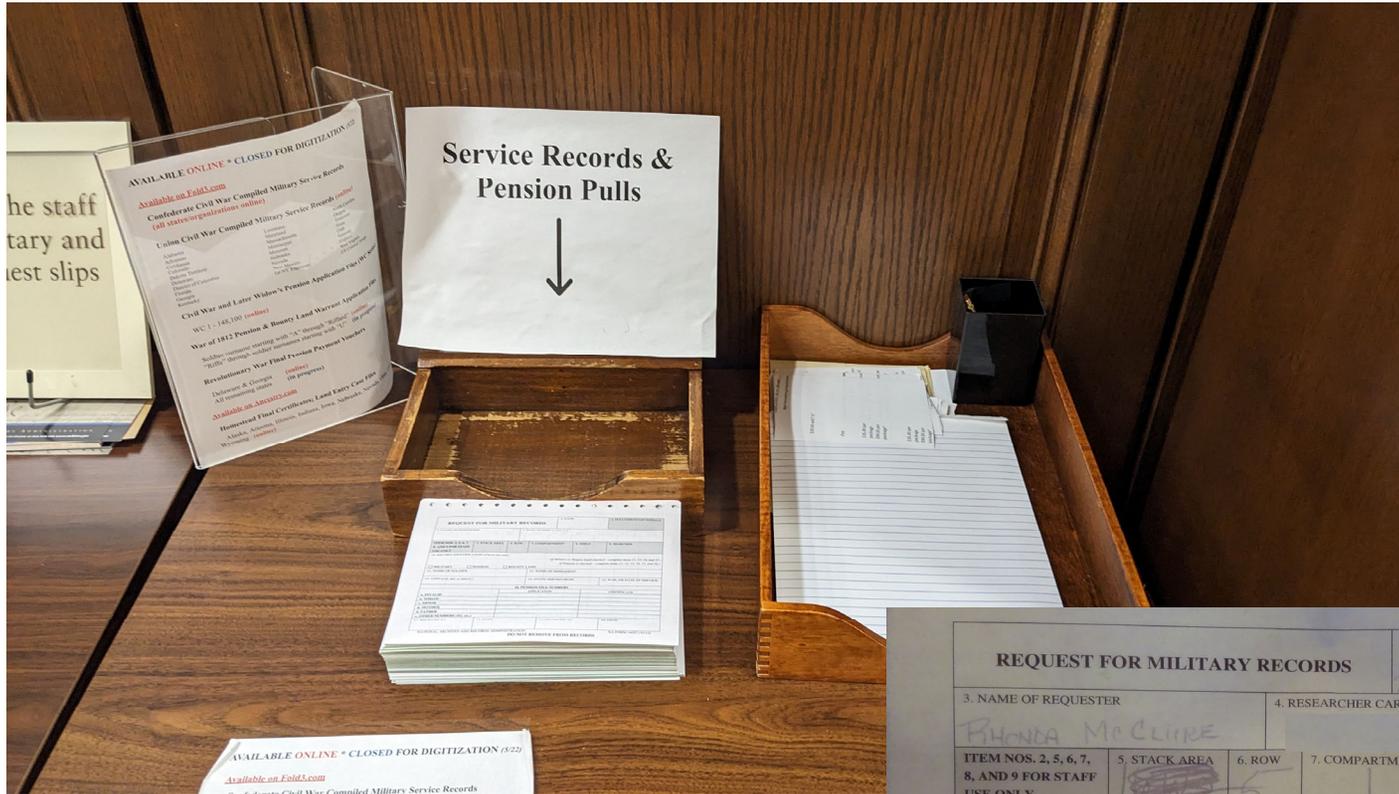
Kathleen Mackenzie, 2023-02-05T00:55:04.447

Ordering Records

Order Forms

- Carbonless form
 - White
 - Pink
 - Green
- Necessary for requesting records

REFERENCE SERVICE SLIP				DATE (MM/DD/YYYY)	TRACKING NUMBER
SHADED BOXES FOR NARA USE ONLY				03/24/2023	
LAST NAME (PRINT)		FIRST NAME (PRINT)		RESEARCHER CARD NUMBER	
McCLURE		RHONDA			
SERIES OR COLLECTION NAME					
Letters Received					
RECORD GROUP NUMBER/ COLLECTION DESIGNATION		ENTRY NUMBER	NATIONAL ARCHIVES IDENTIFIER (OPTIONAL)	BOX/ITEM NOS. REQUESTED	
85		7		142	
STACK	ROW	COMPARTMENT	SHELF	NUMBER OF BOXES/ITEMS PULLED	
1703	1	16	6	7 BXS	
OTHER RECORD IDENTIFICATION INFORMATION [SPECIFY FOLDER TITLE(S)/FILE NUMBER(S)]					
FILE 38,305					
REQUEST REVIEWED BY			REQUEST PULLED BY		
[Signature]			[Signature]		
RECEIVED BY	DATE (MM/DD/YYYY)	REFILED BY	DATE (MM/DD/YYYY)		
[Signature]					
NATIONAL ARCHIVES AND RECORDS ADMINISTRATION				DO NOT REMOVE FROM RECORDS	
See the back of this form for the Privacy Act Notice that applies to the information you are providing on this form.				NA 14001 (05-18) Required by NARA 1572	



REQUEST FOR MILITARY RECORDS						1. DATE	2. PULL TIME/STAFF INITIALS
						24 MAR 2023	[Signature]
3. NAME OF REQUESTER			4. RESEARCHER CARD NO.				
RHONDA MCCLIPPE							
ITEM NOS. 2, 5, 6, 7, 8, AND 9 FOR STAFF USE ONLY	5. STACK AREA	6. ROW	7. COMPARTMENT	8. SHELF	9. SEARCHER		
	105	5	1	5	[Signature]		
10. RECORD IDENTIFICATION (Check one only)							
<input type="checkbox"/> MILITARY <input checked="" type="checkbox"/> PENSION <input type="checkbox"/> BOUNTY LAND							
(If Military or Bounty Land checked – complete items 11, 13, 14, and 15. If Pension is checked – complete items 11, 12, 13, 14, 15, and 16.)							
11. NAME OF SOLDIER				12. NAME OF DEPENDENT			
BENJAMIN STANDIFER				MARY STANDIFER			
13. UNIT (CO, BN, or REGT.)			14. STATE SERVED FROM		15. WAR, OR DATE OF SERVICE		
EAG 13th ILL CAV			ILLINOIS		CIVIL WAR		
16. PENSION FILE NUMBERS							
APPLICATION				CERTIFICATE			
a. INVALID	218, 123			284, 495			
b. WIDOW	999, 140						
c. MINOR							
d. MOTHER							
e. OTHER NUMBERS (XC, etc.)							
17. RECEIVED BY		18. DATE		19. RETURNED TO		20. DATE	
NATIONAL ARCHIVES AND RECORDS ADMINISTRATION NA FORM 14027 (10-12)							
DO NOT REMOVE FROM RECORDS							

Order Forms

Tip

Request forms must be
signed by Archives staff

11/14/11 - 11/16/11

REFERENCE SERVICE SLIP *SHADED BOXES FOR NARA USE ONLY*		DATE (MM/DD/YYYY)	RESEARCHER NUMBER
LAST NAME (PRINT) McCLURE		FIRST NAME (PRINT) RHONDA	RESEARCHER CARD NUMBER 1008169
SERIES OR COLLECTION NAME Letters Received			
RECORD GROUP NUMBER: COLLECTION DESIGNATION 85	ENTRY NUMBER 7	NATIONAL ARCHIVES IDENTIFIER (OPTIONAL)	BOX/ITEM NOS. REQUESTED 142
STACK 17W3	ROW 1	COMPARTMENT 16	SHELF 6
NUMBER OF BOXES/ITEMS PULLED 7 BXS			
OTHER RECORD IDENTIFICATION INFORMATION [SPECIFY FOLDER TITLE(S)/FILE NUMBER(S)] FILE 30,305			
REQUEST REVIEWED BY <i>[Signature]</i>	REQUEST PULLED BY <i>[Signature]</i>		
RECEIVED BY <i>[Signature]</i>	DATE (MM/DD/YYYY)	REFILED BY	DATE (MM/DD/YYYY)

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION DO NOT REMOVE FROM RECORDS NA 14001 (05-18)
See the back of this form for the Privacy Act Notice that applies to the information you are providing on this form. Required by NARA 1572



Archivists' Area

The Research Room



Research Room

NARA Research Room

- Where you view the original documents
- Limited to what you can bring in
- Opportunity to view and touch history



National Archives - Clothing

Not Allowed

- Coats, overcoats, jackets, outerwear
- Hats, caps or scarves
- Large purses, fanny packs, backpacks, containers
- Clear plastic bags if larger than 10"x10"

Allowed

- Suit jackets
- Sweaters and sweatshirts (NO full length zippers)
- Religious head coverings
- Small kerchiefs
- Coin purses or small wallets
- Clear plastic "sandwich" size bags to hold small items

National Archives – Notes & Materials

Not Allowed

- Envelopes, notebooks, pads, binders, folders
- Pens, markers, “Post-it” notes (unless stapled to pre-existing notes)

Allowed

- Stamped research notes on loose paper, NARA issued paper and note cards, handouts and NARA publications
- One approved research-related book at a time
- Pencils and mechanical pencils

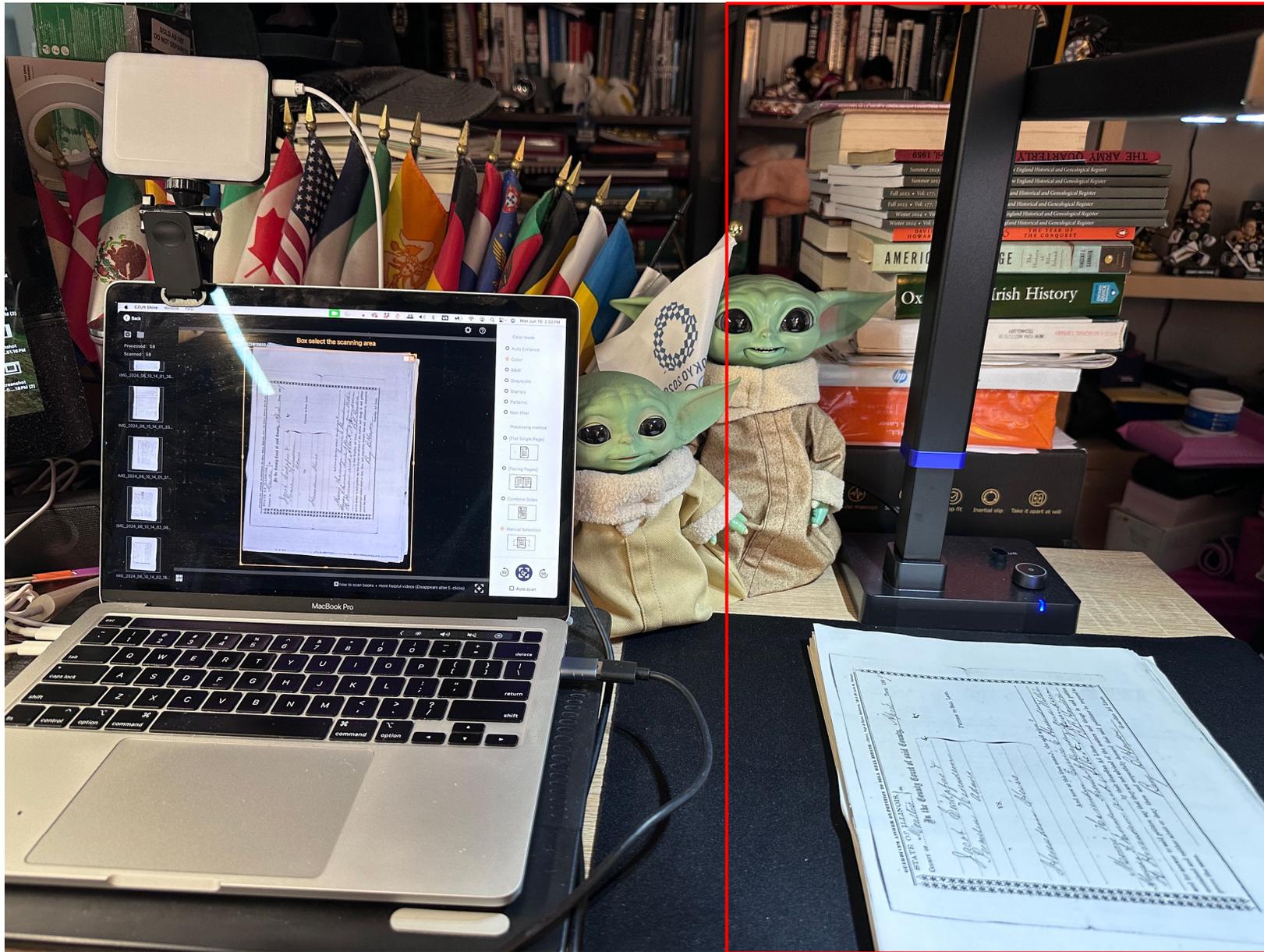
National Archives – Equipment

Not Allowed

- Flash bulbs
- Personal copiers
- Scanners with built-in printers

Allowed

- Cameras, camcorders & tripods
- Photographic copy stands (with approval)
- Flatbed scanners (without autofeed)
- Personal computers



CZUR Shine Portable Scanner

NARA Records

- Once records have been pulled, request at the Research Room
- Brought out on a cart if many



