

## ***Guidelines for filling out “Pioneer Register” forms***

To qualify, pioneers must have lived or settled in the Far North area (north of the Whangaroa and Hokianga Harbours) by 1900. Do *not* include settler families who arrived after 1900. Children born after 1900 to pre-1900 settlers may be included on the back of the parents' form.

The front of the form concerns the pioneer and spouse; the back of the form concerns their children, if any. Only children of the couple on the front are to be included. If one of the partners had other children with another partner, fill out a separate form for that couple and their children, provided they also meet the time (pre-1900) and place (Far North) criteria.

**INSTRUCTIONS:** *Please read the instructions carefully before you begin to fill out the form.*

1. Please print clearly in ink
2. Use CAPITALS for all surnames, and only for surnames, e.g., MATTHEWS
3. Give variant spellings of surnames in brackets, e.g., NEAL (NEALE)
4. Use initial capitals for given names, e.g., David, Dorothy
5. Use this format for all dates: dd/mmm/yyyy e.g. 02 Aug 1873
6. If only approximate dates are known, enter as, e.g., c.1873
7. Please remember to sign the privacy and consent sections at the end of the form.
8. If you intend to include information about any person who is still living, you must obtain the written consent of that person on the form. Alternatively, you can choose not to include their details.

***You may photocopy the forms if you require more. Please ensure they are copied back-to-back exactly as on the original, i.e., to tumble. Do NOT tape, glue or staple together.***

***The forms remain the property of the NZSG Far North Branch.***

**Thank you for helping to preserve the history of the Far North.**

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