Instructions for Completion of Application

Thank you for your interest in Descendants of Colonial Mothers, 1607-1776. We are confident you will find your membership to be an excellent and rewarding experience.

Qualification

In order to qualify for membership, the applicant must be able to prove direct descent from a female ancestor <u>whose maiden identity can be proven, and who was born or resided within the confines of the present-day United States between 1607 and July 4, 1776</u>.

Application

Our application is form-fill, tab-and-type. The application was created in WORD. If you use a word processing program other than WORD, consult your program instructions for conversion.

On page 1:

Please provide ALL information, as requested. If your telephone number is unpublished, or if there is any contact information you do not wish to have included in our periodically published Membership Directory, please indicate this when you submit your application. We will make every effort to honor your requests.

Be sure to show your name EXACTLY as you wish it to appear on your Membership Certificate. This necessitates proofreading your information before you print your application. Replacement certificates will only be generated at the Member's expense.

Your qualifying ancestor's full maiden name, place of residence, and date and place of birth must appear on the front page as well as the appropriate generation later in the application. Please also state the evidence of your qualifying ancestor's birth date and place.

Using the pull-down menu, select the Colony of your ancestor's residence. When you move your cursor to that box, the pull-down arrow will appear for you to click on in order to select the appropriate colony from the list.

The lineage pages (beginning at page 2 of the application) must be completed following customary procedures. Include full names, birth, death and marriage information for both individuals in each generation in the claimed lineage. Dates should be written as "04 Sep 1637/8"; do not use numerals for months and do not convert dates from the Julian to the Gregorian calendar. When dealing with Quaker dates, write the date exactly as it is found in the records (*e.g.,* 13th 12 mo. 1657).

Use 2-letter postal abbreviations for States. For a list of two-letter abbreviations, you may visit the U.S. Postal Service's website at www.usps.com.

Remember to provide proper citation to authoritative sources. Published sources should follow the standard Chicago Style Manual, thusly:

Author's name, *Name of Book or Other Published Source* (City, ST Published: Name of Publisher, Year), page numbers.

Example: John Smith, *The Smith Family of Rhode Island* (Providence, RI: Tuttle Printers, 1950), 371-413.

Birth, death, and marriage certificates may be referenced merely as "B/C," "D/C," or "M/C," respectively. Their origins are obvious, so no additional description is required. Please refrain from providing a discussion or description of what is contained in the reference document. That information is interpreted by the Registrar General.

Genealogical Proofs

Acceptable genealogical proofs include birth, death and marriage certificates (or published forms of those records), federal and state population censuses, Social Security applications and death index transcripts, published tombstone transcriptions, photographs of tombstones (with the name and location of cemetery stated on reverse of photograph), bible records (must include copyright page), wills, deeds, family histories providing citations to original source materials, and most similar types of documents. **PLEASE NOTE**: A copy of the title page from all published sources is ***necessary***.

We have attempted to make preparation of our application as easy as possible by allowing applicants who already belong to other lineage societies through their qualifying lineage to merely copy the other society's information to our application without having to send voluminous documentation. In this instance, you must provide a ***Record Copy*** of your application to that Society. Even if you have previously proven this lineage, it will be necessary for you to list the proofs you used **as though you were proving the lineage for the first time**. **Do not merely refer to the application of the other society as your evidence.**

Finalizing Your Application

The applicant should submit the completed application and evidences, together with a check in the amount of $255, payable to "Descendants of Colonial Mothers," to Mrs. Sue Erlick, 3744 Chesapeake Lane, Naperville, IL   60564-2006. Your $255 fee covers the application fee, life membership dues, and your membership certificate.

Supplemental Applications

Once membership has been established, members are encouraged to file Supplemental Applications. The cost for each Supplemental Application is $65, payable to "Descendants of Colonial Mothers." Please note our Membership Application provides a place for indicating its use as a Supplemental Application on page 1. In addition, your Supplemental Application fee includes a Supplemental Membership Certificate.

If you have questions, please contact the Registrar General, Sue Erlick, at sueche76@gmail.com.