



GENEALOGICAL REQUEST FORM

Louisville Metro Archives & Records Center | 635 Industry Rd | Louisville, KY 40208 | Fax: (502) 574-6886

If the following instructions are not followed, your form may be returned

- Please allow us to complete your current request before submitting your next request. Additional requests will be returned unanswered.
- The staff cannot perform extensive research nor determine whether an individual record is that of the ancestor you have requested.
- Enclose a #10 business size, self-addressed, stamped envelope with each request.

Your Name _____ Phone _____
 Address _____ E-mail _____
 City _____ State _____ Zip _____

This section MUST be completed in order for a search to be made

Name of Person(s) _____
 County _____ Date of Record _____

- Provide the full name of the individual whose record is requested. If known. In the case of a marriage record, give both names if possible.
- Specify the exact type of record and the exact year. We cannot search "for any record available."
- Provide exact date if known. For all deed records, you must limit the search to a five year period. For all other requests please indicate as narrow a period as possible, up to a 10 year date range.
- We are unable to search through records that have not been indexed.

Type of Record Requested

(Check only one and fill in the date needed on blank line when necessary)

PLEASE NOTE: Microfilm records listed below are often only a partial run of a particular record series.

| | |
|--|---|
| <input type="checkbox"/> Census Records | <input type="checkbox"/> Probate Records |
| <input type="checkbox"/> Louisville / Jefferson Co (1810-1910) _____ | <input type="checkbox"/> Index to Will Books (1784-1919) _____ |
| <input type="checkbox"/> Jefferson Co Agricultural (1840-1880) _____ | <input type="checkbox"/> Wills (1784-1969) _____ |
| <input type="checkbox"/> City of Louisville Births (1898-1910) _____ | <input type="checkbox"/> Index to Inv & Settlement (1800-1910) _____ |
| <input type="checkbox"/> City of Louisville Deaths (1866-1910) _____ | <input type="checkbox"/> Naturalization Records ** |
| <input type="checkbox"/> Jeff Co Births/Deaths (1852-1859) _____ | <input type="checkbox"/> Naturalization Books (1892-1913) _____ |
| <input type="checkbox"/> Louisville City Directory (1832-1899) _____ | <input type="checkbox"/> Police Court Records (1836-1896) _____ |
| <input type="checkbox"/> Tax Lists | <input type="checkbox"/> Circuit Court & County Court (CC) (1892-1913) _____ |
| City of Louisville (1834-1885) _____ | <input type="checkbox"/> Index to Jeff Co Naturalizations (1811-1913) _____ |
| Jefferson County (1789-1892) _____ | <input type="checkbox"/> Marriage Records |
| <input type="checkbox"/> Land Records | <input type="checkbox"/> Jeff Co Marriage Registers (1785-1916) _____ |
| <input type="checkbox"/> Grantor* Deed (1783-1968) _____ | <input type="checkbox"/> Jeff Co Marr Registers & Bonds (1781-1916) _____ |
| <input type="checkbox"/> Grantee* Deed (1783-1913) _____ | <input type="checkbox"/> Jeff Co Marr Bonds (1852-1916) _____ |
| <input type="checkbox"/> Grantee/Grantor Deeds (1783-1978) _____ | <input type="checkbox"/> Bullitt Co Marriage Bonds (1871-1911) _____ |
| <input type="checkbox"/> Mays Entry Books (1779-1792) _____ | <input type="checkbox"/> Legislative Records of Louisville KY (1923-1976) _____ |
| <input type="checkbox"/> Virginia Surveys (1779-1792) _____ | <input type="checkbox"/> Parks, Louisville / Jefferson Co (1894-1906) _____ |
| <input type="checkbox"/> Virginia Land Grants (1782-1792) _____ | <input type="checkbox"/> Jeff Co Court Road Case Files (1846-1944) _____ |

* Grantor = Seller / Grantee = Buyer

** Circuit Crime Court records are in the Micrographics Div of the Circuit Court office and Quarterly Court Naturalization records are lost.

Records Descriptions

- **Census Records:** Jefferson Co. census records are available from 1810 to 1910. The 1890 population census was destroyed by fire. The Jefferson Co Agricultural Schedule is also available for years 1840-1880. Indexes are available for all census years. 1850 was the first year individual family members were listed by name.
- **Birth and Death Records:** Kentucky began keeping birth and death records, statewide, in 1911. Our Archives has some birth and death records that pre-date 1911 (see list on preceding page).
- **County and Municipal Records:** Many county records, including deeds, marriages, circuit court and probate court materials are available on microfilm. Most of our court records (but not all) have indexes.
- **Land Records:** Jefferson Co was one of three original counties in what is now the state of Kentucky. Many early Jefferson county deeds cover land that is located in several different Kentucky counties.

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STAFF USE ONLY

- Information has been located at: Volume _____, Page _____, Location _____, OTHER _____
- Copy(ies) will be sent upon payment of \$ _____. **(Payment must be personal check or money order for the exact amount. Please make payable to Louisville Metro Archives. Do NOT send cash. Thank you.)**
- NO record was found for the name and/or document you requested.
- We searched the following records _____

- More information is needed. Please provide _____
- The records you requested are not indexed and no search was made.
- Suggestions _____

OTHER RESOURCES / SUGGESTIONS

- Additional Land records information can be obtained from the Bureau of Land Management, Eastern States, 7450 Boston Blvd, Springfield, VA 22153. Visit their website/database at www.glorerecords.blm.gov/PatentSearch/
- Military service records can be found at the National Archives, 7th & Pennsylvania Ave NW, Washington DC 20408, www.archives.gov/veterans/index.html
- Jefferson County Clerk has online land records. For additional land ownership and division records, visit <http://www.landrecords.icc.ky.gov/userguide.html>
- For additional marriage records, contact Kentucky Office of Vital Statistics at 275 E Main St 1E-A, Frankfort, KY 40621 or the Filson Historical Society at www.filsonhistorical.org/.
- The Kentucky Department for Libraries and Archives, P.O. Box 537, 300 Coffee Tree Road, Frankfort, KY 40602, (502) 564-8300, has birth and death records for the cities of Louisville, Lexington, Covington and Newport, which enacted records collection ordinances before 1911. KDLA also has birth and death records (statewide coverage) prior to 1911 and 1911-1957 death records (statewide coverage). For more information, see www.kdla.ky.gov
- OTHER**

