

Citation Templates for Common U.S. Records Research

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You fill in the information in **red**; see my notes are in **green**.

Type	Template	Example
1870 population census [Can be used for 1850 and 1860]	1870 U.S. Census, County, State, type of census , civil district number , PO location name , page number (written or stamped), dwelling number , family number , Name of Head of Household ; digital images, <i>Website Name</i> (website address : accessed date); citing NARA microfilm publication number , roll number .	1870 U.S. Census, Hardin County, Tennessee, population schedule, civil district 4, PO Savannah, p. 378 A. (stamped), dwelling 107, family 104, Malinda Holt; digital images, <i>Ancestry.com</i> (http://www.ancestry.com : accessed 22 March 2004); citing NARA microfilm M593, roll 1534.
1880 population census	1880 U.S. Census, County, State, type of census , civil district number , enumeration district number , page number (written or stamped), dwelling number , family number , Name of Head of Household ; digital images, <i>Website Name</i> (website address : accessed date); citing NARA microfilm publication number , roll number .	1880 U.S. Census, McNairy County, Tennessee, population schedule, civil district 14, enumeration district 123, p. 121 A. (stamped), dwelling 24, family 24, Phillip Holt; digital images, <i>Ancestry.com</i> (http://www.ancestry.com : accessed 22 March 2004); citing NARA microfilm T9, roll 1268.
1900 population census [can be used for 1910-1920]	1900 U.S. Census, County, State, type of census, city name , ward number , civil district number , enumeration district number , page number (written or stamped), dwelling number , family number , Name of Head of Household ; digital images, <i>Website Name</i> (website address : accessed date); citing NARA microfilm publication number , roll number ; imaged from FHC microfilm number .	1900 U.S. Census, Madison County, Tennessee, population schedule, Jackson city, ward 3, civil district 15, enumeration district 110, p. 309 A. (stamped), dwelling 156, family 169, Philip Holt [sic]; digital images, <i>Ancestry.com</i> (http://www.ancestry.com : accessed 22 March 2004); citing NARA microfilm T623, roll 1586; imaged from FHC microfilm 1,241,586. [Notice the word sic inserted in square brackets to alert the reader to how it is spelled in the census. Also, notice that Ancestry used FHC microfilm for this census image, so that is included in the citation.]
1930 population census	1930 U.S. Census, County, State, type of census, city name , ward number , civil	1930 U.S. Census, Madison County, Tennessee, population schedule, Jackson city, ward 1, civil district 5, enumeration district 57-12, p. 3 A.

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	district number , enumeration district number , page number (written or stamped), dwelling number , family number , household number , Name of Head of Household ; digital images, <i>Website Name</i> (website address : accessed date); citing NARA microfilm publication number , roll number .	(stamped), dwelling 57, family 70, household 480, John Holt; digital images, <i>Ancestry.com</i> (http://www.ancestry.com : accessed 22 March 2004); citing NARA microfilm T626, roll 2264; imaged from FHC microfilm 2,341,998.
1940 population census	1940 U.S. Census, County, State, type of census, city name , ward number , civil district number , enumeration district number , page number (written or stamped), household number , Name of Head of Household ; digital images, <i>Website Name</i> (website address : accessed date); citing NARA microfilm publication number , roll number .	1940 U.S. Census, Duval County, Florida, population schedule, Jacksonville city, ward 11, enumeration district 68-115, p. 226 A. (stamped), household 301, Peter Garner in Mary Mathews household; digital images, <i>Ancestry.com</i> (http://www.ancestry.com : accessed 22 March 2004); citing NARA microfilm T627, roll 626.
You can also use the above templates for the non-population census schedules, and for state level census records.		
Other Common Record Types		
Death certificate, from a repository	State, Creator of Record, County , death certificate number (date), Name of Person ; Repository Name, Repository City .	Tennessee, Department of Health, Hardin County, death certificate no. 359 (24 October 1925), John Holt; Division of Vital Statistics, Nashville.
Death certificate, image online	State, Creator of Record, County , death certificate number (date), Name of Person ; database and images, <i>Website Name</i> (website address : accessed date), entry for name of person, date ; citing what the database cites as its source .	Tennessee, Department of Health, Hardin County, death certificate no. 359 (24 October 1925), John W Holt Sr; database and images, <i>Ancestry.com</i> (https://www.ancestry.com : accessed 12 May 2008), entry for John W Sr Holt, 25 October 1925; citing " <i>Tennessee Death Records, 1908-1965</i> . Nashville, Tennessee: Tennessee State Library and Archives."
Death date, database online	" Name of Database ," database, <i>Website Name</i> (website address : accessed date), entry for Name of Person, County, date ;	"Tennessee, U.S. Deaths and Burials Index, 1874-1955," database, <i>Ancestry.com</i> (https://www.ancestry.com : accessed 12 May 2008), entry for John W Sr Holt, Hardin County, 25 October 1925; citing "Tennessee

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	citing “ what the database cites as its source. ” [This format can be adapted for almost any record found in an online database.]	Deaths and Burials, 1874–1955. Index. FamilySearch, Salt Lake City, Utah, 2009, 2010. Index entries derived from digital copies of original and compiled records.”
Marriage Record, from repository	County, State, Type of Record, record number, Name of Couple, date; Repository Name, Repository City.	Hamilton County, Florida, Marriage License, [no license number], Peter Harris-Matida [sic] Mealy, 9 August 1890; Clerk of Circuit Court, Jasper.
Marriage Record, image online	County, State, Type of Record, Name of Couple, date; “Name of Database,” database and images, Website Name (website address: accessed date); citing what the database cites as its source.	Lynchburg County, Virginia, Marriage Certificate, Bennie Lawson-Ida Golden Johnson, 22 December 1945; “Virginia, Marriage Certificates, 1936-1988,” database and images, <i>Familysearch.org</i> (http://www.familysearch.org : accessed 10 July 2013); citing D.C. Records Office, Washington D.C.; imaged from FHL microfilm 101,168,013. [Notice I added the FHC microfilm number.]
Marriage date, database online	“Name of Database,” database, Website Name (website address: accessed date), entry for Name of Couple, date; citing what the database cites as its source.	“District of Columbia Marriages, 1811-1950,” database, <i>Familysearch.org</i> (http://www.familysearch.org : accessed 10 July 2013); entry for Ernestine S. Praither- Melvine S. Meade, 27 August 1927; citing D.C. Records Office, Washington D.C.
Cemetery Headstone, photograph	Name of Cemetery (Location), Name of Person headstone or marker, add section or location information if available ; photo taken by author on date . [Location might be a street address if it is an urban or larger cemetery, if rural, include city, county, state and brief description of how to get to the cemetery]	Cawthon Cemetery (Sibley, Hardin County, Tennessee; about 2 miles NW of Hookers Bend off St. Paul Loop), Malinda Holt Headstone; photo taken by author on 19 February 2005. Her headstone is knocked over and lying flat on the ground. [Notice how I added a relevant comment] Brooke Grove Cemetery (770 Brink Road, Gaithersburg, Montgomery County, Maryland), William E. and Mattie B. Simpson joint marker; photos taken by author on 30 August 2007.
Find-A-Grave or Billion Graves	Website Name , database and images (website address: accessed date), memorial page for Name of Person (birth-death dates if included) , maintained by Name of Person ,	<i>Find a Grave</i> , database and images (https://www.findagrave.com : accessed 18 March 2021), memorial page for PVT David Addison (unknown–20 Apr 1900), maintained by Lynda M (contributor 47678672), memorial no. 131002894; citing Brooke Grove

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	<p>memorial number; citing the cemetery Name, City, County, State.</p> <p>[if you are citing the photograph of a headstone, you will cite the person's name who took that photograph.</p>	United Methodist Church Cemetery, Laytonsville, Montgomery County, Maryland, USA.
Book	Author, <i>Title of Book</i> (Publication city, Publication state: Publisher, Publication Year), page number(s).	<p>Herman Mason Jr., <i>African-American Life in Jacksonville</i> (Dover, New Hampshire: Arcadia Publishing, 1997), pp. 9-12.</p> <p>Anna Russell Des Cognets, <i>Governor Garrard of Kentucky: His Descendants and Relatives</i> (Lexington, Kentucky: James M. Byres, 1898), pp. 6-12.</p>
Chapter in a Book	Author, "Title of Chapter," <i>Title of Book</i> (Publication city, Publication state: Publisher, Publication Year), page number(s).	Herman Mason Jr., "Out East on Florida Avenue," <i>African-American Life in Jacksonville</i> (Dover, New Hampshire: Arcadia Publishing, 1997), pp. 19-25.
Webpage (might be an article)	"Name of Item of Interest," <i>Website Name</i> (website address: accessed date).	<p>"Tears, Trains and Triumphs: The Historical Legacy of African-Americans and Pennsylvania's Railroads," <i>Railroad Museum of Pennsylvania</i>, (http://www.rrmuseumpa.org/about/rrpeopleandsociety/legacy.shtml: accessed 12 June 2009).</p>
Probate Record, from repository	County, State, Type of Record, Volume or Book number: page number(s), item of interest, date; Repository Name, Repository City.	Montgomery County, Maryland, Orphan's Court Minutes, Liber O: 112-114, inventory of Walter Williams, 27 September 1823; Maryland State Archives, Annapolis.
Probate Record, image online	County, State, Type of Record, Volume or Book number: page numbers(s), item of interest, date; "Name of Database," database and images, <i>Website Name</i> (website address: accessed date).	Bourbon County, Kentucky, Will [and Inventory] Records, 1814-1816, Vol. E: 469-472, will of Daniel Garrard, [no day] March 1812; "Kentucky Probate Records, 1792-1977," database and images, <i>Familysearch.org</i> (http://www.familysearch.org : accessed 6 March 2013).
Oral History Interview	Name of Informant (City, State where interview was conducted), format of interview by Name of Interviewer, date of interview; format of interview privately held by Name of Interviewer, [address for	Paul Wellington Smith (Silver Spring, Maryland), videotaped interview by Robyn Smith, 22 September 2006; video and transcript privately held by R. Smith, [address for private use,] Elkridge, Maryland), 2006. Robyn is the daughter of the informant.

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	private use], City of Interviewer, State of Interviewer), Year the interview was last referenced. [the format might be audiotapes, a transcript, or even a letter. Add any relationship of interviewer to informant as seen in example.]	
Court record, Images online	County, State, Record Type , Volume or Book Number : pagenumber, entry for Person's Name, date of record ; digital images, Website Name (website address: accessed date) ; imaged from FHC microfilm number . [if viewed at another website, you likely will not have a FHC microfilm number to add.]	Hardin County, Tennessee, Quarterly Court Minutes, Vol. January 1899-July 1903:62, entry for JM Fendrick, 4th district, 3 July 1900 [for 1899]; digital images, <i>Familysearch</i> (http://www.familysearch.org : accessed 5 March 2018); imaged from FHC microfilm 8,477,420. Records are alphabetized by first letter of surname. [notice how I added a comment about how the record is organized. I also added "4th district" as more specifying information.]
World War I Draft Card, online at Ancestry	"World War I Draft Registration Cards, 1917-1918," database and images, <i>Ancestry.com</i> (http://www.ancestry.com : accessed date), card for Name of Person , serial number , Local Board for Division Number, City, State ; citing <i>World War I Selective Service System Draft Registration Cards, 1917-1918</i> , NARA microfilm publication number , roll number ; imaged from FHL film number, which should be in the citation information on Ancestry. [if there is no serial number, add the order number instead.]	"World War I Draft Registration Cards, 1917-1918," database and images, <i>Ancestry.com</i> (http://www.ancestry.com : accessed 19 June 2014), card for John Smith, serial no.2485, Local Board for Division No. 1, Jacksonville, Florida; citing <i>World War I Selective Service System Draft Registration Cards, 1917-1918</i> , NARA microfilm publication M1509, no specific roll cited; imaged from FHL microfilm 1556864.
City Directory, Images online	" Name of Database ," database and images, Website Name (website address: accessed date) , entry for Name of Person, year of directory, page, City, State ; citing what the database cites as its source.	"U.S. City Directories, 1821-1989," database and images, <i>Ancestry.com</i> (http://www.ancestry.com : accessed 10 January 2011), entry for Matilda Vickers, 1928, p. 1054, Jacksonville, Florida; citing " <i>Polk's Jacksonville City Directory, Including South Jacksonville</i> , vol.1928, Microfilm copy from the New York Public Library."
City Directory,	Author/Creator, Title of	R.L. Polk & Co., compiler, <i>Polk's Jacksonville City Directory, Including</i>

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from repository	<i>Directory</i> (Publication Place: Publisher, Year), Volume or Book number , entry for Person's Name , page number , City, State; Repository Name, Repository City.	<i>South Jacksonville</i> (Jacksonville, Florida: R.L. Polk & Co, 1930-31), vol. XXXI, entry for Matilda Vickers, p. 750, Jacksonville, Florida; Jacksonville Public Library, Jacksonville.
Deed Record, from repository	County, State, type of deed , Volume or Book: page number(s) , Grantor Name to GranteeName , date; Repository Name, Repository City.	Duval County, Florida, warranty deed, Book 672: 182, Mason Forwarding Company to John Smith, 5 October 1934 (written); Clerk of the Circuit Court, Jacksonville. Montgomery County, Maryland, warranty deed, Book CKW 1600: 381, Lucy Prather Parker, Mamie Jane Prather, Idella S. Prather Diggs and husband George to Charles F. Grymes and wife Berenice, 13 October 1951 (written); Register of Deeds, Rockville.
Deed Record, image online	County, State, type of deed, Book or Volume: page(s) , GrantorName to GranteeName , date; Repository Name, Repository City ; digital images, Website Name(website address: accessed date).	Hardin County, Tennessee, trust deed, Vol. D: 549-550, Mike Fenrick to W.H. Carrington, 30 June 1883 (written); digital images, <i>Familysearch</i> (http://www.familysearch.org : accessed 12 May 2016); imaged from FHC microfilm 8,474,574. [if viewing deeds at a website other than Familysearch, there will not be a FHC microfilm portion.]
Newspaper article or Obituary, online	"Article Title," Newspaper Name, date , page number , column number ; database and images, Website Name(website address: accessed date); Name of database. [if it is an obituary, you can add that in square brackets as shown in 2nd example]	"Celebrates 11 th Anniversary," <i>The Baltimore Afro-American</i> , 25 June 1927, p. 12, col. 2; database and images, <i>Proquest.com</i> (http://search.proquest.com/ : accessed 7 June 2013); Proquest Historical Newspapers Collection. "Lucy J. Prather [obituary]," <i>The Evening Star</i> , 6 January 1943, p. A10, col. 2; database and images, <i>Newsbank.com</i> (http://search.proquest.com/ : accessed 22 October 2014); Evening Star Historical Archive.
Social Security Number Application (Form SS5)	Name, social security number, date , Application for Account Number (Form SS-5); Repository Name, Repository City.	William John Smith, SS no. 262-16-7661, 13 November 1937, Application for Account Number (Form SS-5); Social Security Administration, Baltimore, Maryland.
Social Security Death Index, online	"Name of Database," database, Website Name (website address : accessed date) ; entry for Name of Person, social security	"U.S. Social Security Death Index," database, Ancestry.com (http://www.ancestry.com : accessed 18 June 2015), entry for Maggie P. Gaither, no. 217-147-353; Social Security Applications and Claims, 1936-

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	number; citing what the database cites as its source.	2007; citing "Social Security Administration. <i>Social Security Death Index, Master File</i> . Social Security Administration."
Map	<i>Name of Map</i> (Place of Publication: Author or Creator, Year of Publication); digital images, <i>Website Name</i> (website address: accessed date).	<i>Martinet and Bond's Map of Montgomery County, Maryland</i> (Baltimore: Simon J. Martinet, 1865); digital images, <i>Library of Congress</i> (https://www.loc.gov/item/2002620533/ : accessed 12 July 2017).