### Guide - Easy steps to finding Deeds at Archives New Zealand

There are several sets of records in a continuous chain that makes up the Deed System. Each of these cross reference, but the one with the most complete record for finding a specific Deed (and Register in which it is held) is the **Deed Index Book**.

The following pathway assumes you **KNOW** *who, where and when* your ancestor lived in the Old Auckland Province.

**Step 1** Log into Archway and go to the Advanced Search.

**Step 2** Click on "Series" box



### Step 3

A new screen allows you to put a Series Number in the top box – enter 23662

# SERIES

Code:	<b>23662</b> (?) e.g. '7536'					
Agency:	e.g. 'AADS'					
Keyword Search Type:	• name search • full search					
Keywords:						
	exact phrase  any words  all words					
Years:	to e.g. '1984'					
Format:	<b>•</b>					
Held at:	Wgtn Akld Chch Dun Digital Repository Other					
Click on Search	search					

### Step 4

### The search result will pick up the entire series. Click on "**More Detail**"

There is	1 series found.	show 50 results per page	(	« Refine S	earch
code		preferred name		range	e held
×		×	$\checkmark$	×	×
23662	Auckland deeds indexes		more detail	1842	2008

### Step 5

Here you have the option of reading a description of what the series is about or going directly to all the records in that series.

Ther	e is 1 series found. show 50 results per page (* Refine	Searc	h			
co d e	preferred name					
×	*	×	×			
	Auckland deeds indexes hide detail					
23 66 2	This series consists of the Deeds Indexes for the old Auckland Land District. Deeds index					
	CREATING/CONTROLLING AGENCIES: Land Information New Zealand, Auckland Regional Office; Lanc					
	VIEW THE FULL DESCRIPTION »					
	VIEW ALL RECORDS BELONGING TO THIS »					

# Step 6

Select GO VIEW ALL RECORDS BELONGING TO THIS »

This produces a chart of all of the Counties within the Old Auckland Province. You can **narrow your search by County.** 

Show Whole List

list sections	
A - Eden County [Auckland]	VIEW »
B - Marsden, Whangarei, Hobson, Rodney Otamatea Counties	VIEW »
C - Hokianga County	VIEW »
D - Queens, Coromandel Counties	VIEW »
E - Bedford, Bay of Islands Counties	VIEW »
F - Banks, Cooks and Waikato Counties	VIEW »
G - Rutland, Raglan Counties	VIEW »
H - Mangonui [Mongonui], Whangaroa Counties	VIEW »
K - Cooks, Thames, Tauranga Counties	VIEW »
O - Area not defined	VIEW »
O - Opotiki	VIEW »
W - Waikato, Piako, Waipa Counties	VIEW »

## Step 7

Select a record set that fits within **the timeline** that you are interested in. You can sort Dates in descending order by clicking on the arrow above the date.

Archives reference	Record No.	Part	Title	date range		date range held	
Auckland deeds indexes							
BAJZ 23662 A1660/844/a	10A	1	Deeds index 10A - Folio 1-311 [Eden County, Auckland] record online available	c.1860	no date	Ak	d
BAJZ 23662 A1660/845/a	10A	2	Deeds index 10A - Folio 312-611 [Eden County, Auckland] record online available	c.1860	no date	Ak	d

Click on 'record on line available'

### Step 8

#### The following screen appears.

This record (R22764227) is held in Archives New Zealand, Auckland Office

record online

record information

### RECORD ONLINE

Deeds index 10A - Folio 1-311 [Eden County, Auckland]

Version Number: 7 Date Approved: 24/01/2017

BROWSER COMPATIBILITY

Users may experience presentation issues when viewing digital records online. If you are experiencing issues viewing digital records please try a different web browser or alternatively download the file. Please contact webmaster-archives@dia.govt.nz for further assistance.

Click on Deeds index 10A - Folio 1-311 [Eden County, Auckland]

### Step 9

### Deeds index 10A - Folio 1-311 [Eden County, Auckland]

Droc	onv	otion	Mag	tor
-162	erva	alion	Ivias	lei

- Table of Contents
  Overview metadata
- Image 1
- Metadata 1
- Image 2
- Metadata 2
- Image 3
- Metadata 3
- Image 4
- Metadata 4
- Image 5
- Metadata 5
- Image 6
- Metadata 6
- Image 7
- Metadata 7
- Image 8

**Derivative Copy** 

You are now in the 'image' files. Select **"Derivate Copy'** in the bottom box which allows you to browse page after page. Allow time for the file to upload.

The following illustration is an example of a Deeds Index book page. The page is headed with the legal description of the land, followed by every transaction that has taken place on that piece of land. At the bottom of the page there is a map outline, and the names of the parties involved. It this respect, the Index Book is similar to an historic Certificate of Title. The 1st Column *Number* is the number of the Deed itself, and the 5<sup>th</sup> column across *Where Recorded* has the R number of the Register/Film in which the Deed is held. These are the details you need to find the corresponding Deed.



Fig 1 Image Deed Index Book

### Step 10

If this Index Book does not yield a result for you, go back to Step 7 and select another book in this date range.

If you have found the details you need, log onto our website and look up the NZSG Library Catalogue for the "R" Book or film you need. <u>https://www.genealogy.org.nz/</u>

You can order this film and read it from home using our Remote Film Reading Service. Go to website and select Services>Remote Film <u>NZSG Landing Page Remote film reader.docx</u>

Your Deed will look like the following illustration.

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Fig 2 Image of Deed 79624

## Tips for finding 'where' your Ancestors lived

Electoral Rolls and School Records are some of the primary resources that are useful for this purpose. The NZSG has name searchable resources that can help you such as:

- A Return of the Freeholders of New Zealand 1882
- New Zealand Land Transactions 1887 1991
- Kiwi Collection

## Paperspast

On line historic newspapers are a wonderful source for Voter Rolls, Petitions, Land Claims, School prize giving's for example.

# Archway

If you have a family **<u>name</u>** but little else, you could browse the Alphabetical Nominal Index known as the *"Withers Index"* (**Series 23666**) on Archway, on the off chance that you find a person of interest with land in the Old Auckland Province. Remember, not all land owners resided where they owned land.

For Land Districts outside of Auckland there are record 'Series' under each Archives NZ office in Wellington, Christchurch, Dunedin.

If you find questions about land ownership to be overwhelming, the NZSG has a Land Research Officer who can help you. See our Land Research Service <u>NZSG Landing Page</u> <u>Land Research Service.docx</u>