

Memorandum Regarding Genealogical Data and Records

To my spouse, children, guardian, administrator and/or executor:

After my death, it is requested that you conserve, protect and save any and all of my genealogical data and records, whether in electronic or paper form and in any format, both materials that were prepared by me and those that were prepared by others, including but not limited to books, files, notebooks, loose papers, data in various modes of computer and/or electronic storage, for a period of two years, during which time I request that you identify one or more persons or organizations from the following list who would be willing to take custody of the aforesaid materials and who would assume responsibility of maintaining these materials for two goals, first, the continuation of the preparation of my family history if possible, and second, access by others to this research:

(NAME)	(ADDRESS, CITY, STATE, ZIP)	(TELEPHONE)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

I ask that the persons or organizations I have named above be contacted in the order I have listed them. It is my desire that the first person or organization listed have the first opportunity to accept or reject, and continuing in sequence until the last listed. It is my desire that filing cabinets or storage items which contain these materials, if there are any, be offered to the recipient for storage of these materials, and that information

in computerized form be reduced wherever possible to conveniently portable media formats, such as on CD or jump-drives or other portable storage formats before transfer.

If none of the above persons or organizations is willing or able to accept these materials and to maintain them, then I ask that you contact genealogical and historical organizations in the vicinity of _____ for the purpose of determining if any of those organizations maintain libraries wherein these materials might be deposited and maintained.

I request that birth and marriage certificates in my possession for living persons be exempt from this request for transfer of my genealogical data and records, and that death certificates for individuals who have died within the past fifty years similarly be exempt from this request. I request that Bible records and other records containing birth and marriage information of living individuals be edited to remove those dates before transferring custody of those records, and that, similarly, death certificate and death information on individuals dying within the last thirty years be removed.

In the event that no person or organization can be located who will accept my genealogical data and records, and it becomes necessary to discard them, I request that you review any and all materials before discarding them (in the event that none of the persons and/or organizations choose to accept them) and to remove birth, marriage and death dates and other sensitive information to personal identities of those living and recently deceased in order to prevent this information from being used for identity theft.

My genealogical research took extensive time and other resources to compile, and it is my desire that others may benefit from my lifetime's effort by having these materials available to others to aid in their own research. Thank you for carrying out my wishes on this important matter.

SIGNATURE

PRINTED NAME: _____

DATE SIGNED: _____

SIGNATURE WITNESSED BY

1. _____
SIGNATURE

PRINTED NAME OF WITNESS: _____

RESIDING AT _____

2. _____ PRINTED NAME OF WITNESS: _____
SIGNATURE

RESIDING AT _____