



### 1. Surname Column

- Enter the surname of interest.
- There is a provision for entering a variant of a surname, if required.
- Enter less than obvious variants as a separate entry.
- A surname may have a suffix of [?] if you are unsure.

### 2. Period Column

- Only one period is entered for each interest.
- The period may be entered in one of these styles:
 

single century	e.g. 19c
range of centuries	e.g. 18-19c
later than a date	e.g. +1750
before a date	e.g. -1852
about a date	e.g. c1684
any period	e.g. Any

### 3. Location Column

- Location may be in the form of a parish name, town name, borough name. Area definitions like Dacorum Hundred, West London and East London are less definable and should be avoided.
- You may enter several locations for the same county for a single surname.
- A location defined as "Any" will be assumed to mean all references determined by the Period and County.
- A location may have a suffix of [?].

### 4. County Column

- Enter the name of the county and also the country name if the county is outside England. Common abbreviations are accepted or use the Chapman code if you know it [e.g. Nottingham, Notts, Ntt or Glamorgan, Wales, Gla Wls or Victoria, Australia, Vic Aus].
- Only one county reference allowed per entry.
- A county defined as "Any" will be assumed to mean all references determined by Period.

### 5. Note

The Society uses Chapman Codes for output purposes. Because of the historic nature of most of the interests, old county boundaries are used as a general rule. This is particularly obvious in the London area where the County Code of "Lnd" is restricted to the City of London whilst Bermondsey is in "Sry" and St. Pancras is in "Mdx".

### Members' Interests Input Form

1. To avoid errors, please print.
2. Enter your name and address and your membership number. This number was included in your "Start-up" pack when joining and is on every postal label or email accompanying the Society's quarterly journal.
3. Your interests and details will be entered into a secure database and may be changed at anytime.
4. Your new interests only will be listed in the Society's journal; your personal details will be referenced only by your membership number. The Society will request your permission to release your personal details if receiving an enquiry from any other Society member.
5. For further details, refer to the Society's privacy policy at [hertsfhs.org.uk](http://hertsfhs.org.uk).

#### Your Details:

Title:	Initials:	Surname:
Address:		
		Membership No.

1. This form allows you to enter 16 interests with the Society.
2. Further instructions for completing this form are on the back page.
3. Post the completed form to:
 

Members' Interests Co-ordinator,  
Hertfordshire Family History Society,  
134 Beechwood Avenue,  
St Albans, Herts., AL1 4XY

## Your Interests

	Surname	Period	Location	County
1.				
	Optional Surname Variants			
2.				
	Optional Surname Variants			
3.				
	Optional Surname Variants			
4.				
	Optional Surname Variants			
5.				
	Optional Surname Variants			
6.				
	Optional Surname Variants			
7.				
	Optional Surname Variants			
8.				
	Optional Surname Variants			

Instructions for completion on back page

## Your Interests

	Surname	Period	Location	County
9.				
	Optional Surname Variants			
10.				
	Optional Surname Variants			
11.				
	Optional Surname Variants			
12.				
	Optional Surname Variants			
13.				
	Optional Surname Variants			
14.				
	Optional Surname Variants			
15.				
	Optional Surname Variants			
16.				
	Optional Surname Variants			

Instructions for completion on back page