**APPENDIX B - CHECKLIST TO ORGANIZE DOCUMENTS**

Use the chart below to verify that you have sufficient documentation to prove each event for your Pioneer or Settler & Builder. Note the type of document in the appropriate column. You will need either **ONE** document based on primary information ***or*** **TWO** documents based on secondary information. This form is for your own use, do not submit this Checklist with your application.

**Example of Checklist to Organize Documents**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Event and Date | Primary | Secondary 1 | Secondary 2 |
| Gen. 1 | **Pioneer or Settler & Builder Name – Joseph STICKNEY and Charlotte ROBERTS** |  |  |  |
|  | Residency Date and Location | Florida First Voters |  |  |
|  | Birth Date and Location |  | Compilation of Andover Massachusetts Births |  |
|  | Marriage Date and Location | Marriage License |  |  |
|  | Death Date and Location |  | 1870 Mortality Schedule |  |
|  | Spouse Residency Date and Location\* |  | Marriage License  1850 Census  1860 Census | 1870 Federal Census  1880 Federal Census  1885 Florida Census |
|  | Spouse Birth Date and Location |  | Death Certificate | Tombstone |
|  | Spouse Death Date and Location | Death Certificate | Obituary | Tombstone |
| Gen. 2 | **Name – Joseph STICKNEY and Ellen GRIFFIN** |  |  |  |
|  | Residency Date and Location\* |  | 1860 Federal Census  1870 Census | 1880 Federal Census  1885 Florida Census |
|  | Documentation Linking Child to Parent Above |  | Obituary for Mother | Death Certificate |
|  | Birth Date and Location |  | Death Certificate | Tombstone |
|  | Marriage Date and Location | Marriage License |  |  |
|  | Death Date and Location | Death Certificate |  |  |
|  | Spouse Residency Date and Location\* |  | 1880 Federal Census | 1885 Florida Census |
|  | Spouse Birth Date and Location | Birth Certificate | Death Certificate | Tombstone |

**Checklist to Organize Documents**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Event and Date | | | Primary | Secondary 1 | Secondary 2 |
| Gen. 1 | | | **Pioneer or Settler & Builder Name -** |  |  |  |
|  | | | Residency Date and Location |  |  |  |
|  | | | Birth Date and Location |  |  |  |
|  | | | Marriage Date and Location |  |  |  |
|  | | | Death Date and Location |  |  |  |
|  | | | Name of Spouse |  |  |  |
|  | | | Spouse Residency Date and Location\* |  |  |  |
|  | | | Spouse Birth Date and Location |  |  |  |
|  | | | Spouse Death Date and Location |  |  |  |
| Gen. 2 | | | **Name -** |  |  |  |
|  | | | Residency Date and Location\* |  |  |  |
|  | | | Documentation Linking Child to Parent Above |  |  |  |
|  | | | Birth Date and Location |  |  |  |
|  | | | Marriage Date and Location |  |  |  |
|  | | | Death Date and Location |  |  |  |
|  | | | Name of Spouse |  |  |  |
|  | | | Spouse Residency Date and Location\* |  |  |  |
|  | | | Spouse Birth Date and Location |  |  |  |
|  | | | Spouse Death Date and Location |  |  |  |
| Gen. 3 | | | **Name -** |  |  |  |
|  | | | Residency Date and Location\* |  |  |  |
|  | | | Documentation Linking Child to Parent Above |  |  |  |
|  | | | Birth Date and Location |  |  |  |
|  | | | Marriage Date and Location |  |  |  |
|  | | | Death Date and Location |  |  |  |
|  | | | Name of Spouse |  |  |  |
|  | | | Spouse Residency Date and Location\* |  |  |  |
|  | | | Spouse Birth Date and Location |  |  |  |
|  | | | Spouse Death Date and Location |  |  |  |
| Gen. 4 | | | **Name -** |  |  |  |
|  | | | Residency Date and Location\* |  |  |  |
|  | | | Documentation Linking Child to Parent Above |  |  |  |
|  | | | Birth Date and Location |  |  |  |
|  | | | Marriage Date and Location |  |  |  |
|  | | | Death Date and Location |  |  |  |
|  | | | Name of Spouse |  |  |  |
|  | | | Spouse Residency Date and Location\* |  |  |  |
|  | | | Spouse Birth Date and Location |  |  |  |
|  | | | Spouse Death Date and Location |  |  |  |
| Gen. 5 | | **Name -** | |  |  |  |
|  | | Residency Date and Location\* | |  |  |  |
|  | | Documentation Linking Child to Parent Above | |  |  |  |
|  | | Birth Date and Location | |  |  |  |
|  | | Marriage Date and Location | |  |  |  |
|  | | Death Date and Location | |  |  |  |
|  | | Name of Spouse | |  |  |  |
|  | | Spouse Residency Date and Location\* | |  |  |  |
|  | | Spouse Birth Date and Location | |  |  |  |
|  | | Spouse Death Date and Location | |  |  |  |
| Gen. 6 | | **Name -** | |  |  |  |
|  | | Residency Date and Location\* | |  |  |  |
|  | | Documentation Linking Child to Parent Above | |  |  |  |
|  | | Birth Date and Location | |  |  |  |
|  | | Marriage Date and Location | |  |  |  |
|  | | Death Date and Location | |  |  |  |
|  | | Name of Spouse | |  |  |  |
|  | | Spouse Residency Date and Location\* | |  |  |  |
|  | | Spouse Birth Date and Location | |  |  |  |
|  | | Spouse Death Date and Location | |  |  |  |
| Gen. 7 | | **Name -** | |  |  |  |
|  | | Residency Date and Location\* | |  |  |  |
|  | | Documentation Linking Child to Parent Above | |  |  |  |
|  | | Birth Date and Location | |  |  |  |
|  | | Marriage Date and Location | |  |  |  |
|  | | Death Date and Location | |  |  |  |
|  | | Name of Spouse | |  |  |  |
|  | | Spouse Residency Date and Location\* | |  |  |  |
|  | | Spouse Birth Date and Location | |  |  |  |
|  | | Spouse Death Date and Location | |  |  |  |
| Gen. 8 | | **Name -** | |  |  |  |
|  | | Residency Date and Location\* | |  |  |  |
|  | | Documentation Linking Child to Parent Above | |  |  |  |
|  | | Birth Date and Location | |  |  |  |
|  | | Marriage Date and Location | |  |  |  |
|  | | Death Date and Location | |  |  |  |
|  | | Name of Spouse | |  |  |  |
|  | | Spouse Residency Date and Location\* | |  |  |  |
|  | | Spouse Birth Date and Location | |  |  |  |
|  | | Spouse Death Date and Location | |  |  |  |