To help the person assisting you with your problem ancestor provide the best results possible you need to supply them with as much information as you have already discovered. This will give them a starting place and prevents them having to retrace your steps unless they feel that is necessary.

<u>Your Contact Information</u> – This information allows the person assisting you to get in touch with you if they have any questions or need clarification.

<u>Context</u> – State any information that you already know about the problem ancestor. This would include the approximate time-period and location in which the problem ancestor lived. If you have the names of parents, siblings, spouse or offspring include that also.

**<u>Problem Statement</u>** – This describes the information that you are trying to find out about your problem ancestor. Be as complete and descriptive as possible.

<u>Sources Already Referenced</u> – What sources have you used and what information and dates did they help you determine. If possible, provide a hard copy of the most relevant items.

<u>Sources Not Referenced</u> – If there are sources that you have not checked state them and why you have not checked them. Some of these sources may be located geographically distant. There may be some on internet sites that you do not have access to.

# **Problem Ancestor Form**

#### **Contact Information**

Name:	Phone:	E-Mail:		
Best Method to Contact Me:				
Best Time to Contact Me:	Day:	Time:		

### <u>Context</u>

Name of Problem Ancestor:	Date of Birth:	Place of Birth:	
	Date of Death:	Place of Death:	
Name of Spouse:	Date of Birth:	Place of Birth:	
Date of Marriage:	Place of Marriage:	Any Offspring:	
Name of Father	Name of Mother	Any Siblings	
Other Locations of Importance:			
Other Information:			

#### Problem Statement

## Sources Already Referenced

Event	Date of Event	Source	Comments

#### Sources Not Referenced

Event	Source	Reason Not Referenced