

# Kapiti Branch

New Zealand Society of Genealogists  
<http://www.kapitigen.org>



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Registered charity no. CC33988

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***VISIT TO ARCHIVES NEW ZEALAND***  
***Thursday 20 September 2012***  
***Starting at 10.30am***  
***Meeting in the Foyer on the Ground Floor***  
***10 Mulgrave Street, Wellington.***

If you would like to take a guided tour of Archives New Zealand, then this is your opportunity. This tour is suitable for both experienced and not so experienced genealogists. You may be surprised just what is held there.

The tour is approximately 1 hour duration. It will give a general overview of Archives New Zealand, including Finding Aids and Stack Area. During the tour, you will be shown some common types of family history records. A moderate amount of walking and standing will be involved. Should this be a problem for any tour participant, a wheelchair is available. Please let me know if this is required.

Late arrival could result in the modification of the tour to fit a revised timetable, or even cancellation of the tour. To avoid this it is recommended that the group takes the 9.00am train from Waikane (9.05 Paraparaumu). It is a short walk to Mulgrave St from Wellington Station. A day Rover fare is \$13.00. You can use your Gold Card from 9.00am (return voyage by 3pm) Of course you can use private transport.

After the tour you can stay and request files and do some research. If you want to request files you will need to register for a Readers Card. Bring some personal photo identification (such as a driving licence or passport) with you. If you have an old paper Readers Card you will need to re-register and you will be issued with a new plastic card. If you already have the new Readers Card you can requests items on the Archway website <http://www.archway.archives.govt.nz> and they will be waiting for you when you get there!

There is a very good café on site where you can wait while your files are retrieved.

Archives New Zealand encourages researchers to bring their own digital camera so that you can take images of records for your own research and reference purposes. One of the requirements of camera users is that no flash is used. Therefore it is essential that people know how to turn off automatic flashes.

Pencil only is allowed in the reading room. Pencils are available. All bags will need to be left in lockers on site, free of charge.

In preparation for the tour, Archives NZ suggest it may be useful for tour participants to visit <http://archives.govt.nz> In particular that you 'explore' the main database Archway <http://www.archway.archives.govt.nz> and the Research Guides that are linked to <http://archives.govt.nz/resources/research-resources>

**Numbers are limited so please register**

**by Fri 14<sup>th</sup> September**

**Ph: Frances Braddick 293 4294**

**Please leave a message on my answer phone if I'm not at home and I'll get back to you as soon as possible.**

**or email: [frances.braddick@gmail.com](mailto:frances.braddick@gmail.com)**