



# Get the Most Out of Your Membership...



## SUBMIT A QUERY:

As a member of the CCGS you have a wonderful advantage- being able to submit unlimited Queries to our quarterly publication, Backtracking Pa's Roots.

### Guidelines for writing a Genealogical Query:

- ☞ Please keep your Query 30- 50 words in length.
- ☞ Please PRINT your Query- making them easier to read.
- ☞ Please capitalize all surnames to assure accuracy in spelling.
- ☞ Please try to focus your Query upon one individual.
- ☞ Submit several Queries that are simple and focused, especially when addressing multiple family members.
- ☞ To avoid confusion, please do not use abbreviations. We will abbreviate, as column space requires.
- ☞ Include your E-mail, snail-mail address, telephone number, web site URL, or another form of contact information.

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## SUBMIT YOUR SURNAME LISTING:

Would you prefer to simply list the Charlevoix County surnames that you are researching? If so, use the space below to record and submit them. If you have more surnames to submit, please feel free to use another sheet of paper and enclose that along with your membership application. Surnames with Charlevoix County connections will also be posted on our CCGS Website as well.

SURNAME	WHERE RESIDED	WHEN IN CHARLEVOIX COUNTY?

*Example: SURNAME – Chamberlain; WHERE LIVED - St. Joseph Co., MI; Charlevoix & Boyne City; WHEN IN CHARLEVOIX COUNTY? – c1880-1910.*



## FREE RESEARCH:

Your PAID membership with the CCGS allows for up to one hour of free research (for members living outside of Charlevoix County)- to be conducted within Society/library holdings. Please outline your specific request in detail and submit this along with your membership application/renewal form.