

Tips when submitting SAR application at the SAR online web site.

1. Submitting dates: Use day/ 3 letter month/year; e.g., 23 Jul 1763.
2. Don't use periods.
3. Locations: use city/county/state; e.g., Hemet/Riverside/CA.
4. Always use 2 letter state abbreviations; e.g., CA
5. Citations: Census: 1900 census Parke CO IN Florida Twp ED1 p1A hh#115-115.
6. Tombstone: Name of Cemetery, City, County, State.
7. Vital records: BC, DC, MC or MR (marriage record).
8. Obit: Name of Newspaper, location, date and page.
9. Book: Author, Title, Publisher, Date, Page.
10. Data Base from Ancestry or FamilySearch:
"VT Vital Records. 1720-1908" Ancestry
"AL Births and Christenings, 1881-1930" Familysearch
11. In the reference sections of the Application, **Do Not Use the Space Bar between each listed reference.** Instead, use a semi-colon after each entry, then a space and then the next entry. Multiple references will then appear on one line, separated by a semi-colon.

1. 2. Instead p3. Extra line feeds/spaces will cause the online version to print extra pages. The completed application must be printed on SAR watermark paper on one front and back page before mailing.