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| **Family1** | **&1** | **First\_N1** | **Place\_1** | **Family2** | **&2** | **First\_N2** | **Place\_2** | **Date** | **mmdd** | **FilmNo** | **Vol** | **Page** | **Number** | **Ab** | **MS?** | **Refer** | **Indexer** | **Image No** |
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| **Field Name** | **What data in this field** |
| **Family1** | Grantor's family name |
| **&1** | O for others, H for Husband, W for wife, A for another |
| **First\_N1** | Given name of grantor |
| **Place\_1** | Residence If known (the indexes do not include this information) |
| **Family2** | Grantee's family name |
| **&2** | O for others, H for Husband, W for wife, A for another |
| **First\_N2** | Given name of grantor |
| **Place\_2** | Residence If known (the indexes do not include this information) |
| **Date** | Year or year range that appears in the index |
| **mmdd** | If the deed has been seen you may know the day and month of deed |
| **FilmNo** | leave blank as it can be calculated |
| **Vol** | For the volumes before 1832 this is simply the number of the volume. For the years after 1832 you need to join together the book number and registered year. So book 5 of 1835 becomes 183505. |
| **Page** | This is the page number of appearing in the index for the volumes before 1832 and after that the folio number of the memorial. |
| **Number** | This is the memorial number. They are sequential up until 1832. After 1832 this mnumber is consrtructed as YYYYBBFFF. Where YYYY is the year, BB is the book number for that year and FFF is the folio number. Make sure you zero fill the book and folio number so they are respectively 2 and three digits. |
| **Ab** | If the memorial has been abstracted enter A in this coilumn. |
| **MS?** | Use MS to indicate a the memorial is of a marriage settlement. |
| **Refer** | Use this field to include information of lands or memorials with close numbers. |
| **Indexer** | The screen name you want to use |
| **Image No** | The image number of the grantors index film so people can check the original data. |