



## **The Holland Society of New York**

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### **Guide to Filling out Membership Application(s)**

All Applications must be filled out neatly with permanent ink (no pencil or washable ink, please). These documents form the basis of your Membership file and will be kept in perpetuity—available for reference as future family members apply for membership.

The minimum requirement for applicants seeking membership by **Legacy** (relationship to former or present members) shall be a copy of a birth certificate showing the father's name; a Baptismal Certificate, identifying child and father; or a letter from a church official confirming applicant and father's connection. The application must be filled out through line 2, 3 or 4, on page 2, depending on the generational "proximity" of the Legacy connection. The balance of the lines on pages 2 and 3 are left blank. It must be signed by the applicant and his proposer, or by a Member familiar with the applicant. Complete pages 1 and 4 also, in line with the sample applicant forms.

All other applications (non-Legacy) must be filled out completely. Each entry in the line of ascent from the applicant to the qualifying ancestor must be documented and it is essential to tie each generation with the immediately preceding generation.

Preferred documentation consists of the following: copies of birth and death certificates; baptism and marriage records; wills; dated newspaper clippings of obituaries and announcements; photographs of gravestones showing birth and death dates; and data from secondary sources such as family genealogy or a county history which must be verified by citing title, author and specific pages.

If the cited reference is not readily available to the Committee on Genealogy, the citations must be photo-copied and submitted with the application. Copies of secondary works must include the title page as well as the pages supporting the claimed data. The reference "family records" is not sufficient unless backed by documentary proof as stated above.

If adequate proof was submitted on a prior related application, that application may be used as a reference and a copy attached. Copies of related applications may be obtained by writing or calling Society headquarters. Requests must state the relationship to members, past or present. The full resources of our extensive library are available to applicants by appointment.

Completion of the [Application Spousal Supplement Sheet](#) concerning wives of ancestors is *optional* and not essential admission information. However, any data you may be able to supply will be appreciated.

If you know a member who will propose you for membership, be certain to have him sign his name both on the line where the proposer's signature is required and also on the statement on the bottom of page 1, together with a statement by him vouching for your moral character. If you are unable to obtain a member or do not know one to propose you, contact the President of the Holland Society Branch in which you reside—that information available at the HSNY Web site--or, have three acquaintances complete the [Character Reference Sheet](#).

Send the completed, signed application; completed Character Reference Sheet, if required; and any needed documentation to Society headquarters, indicating on the envelope that an Application for Membership is enclosed.

All applications will be processed by the Committee on Membership and the Committee on Genealogy, before being submitted to the Board of Trustees for their consideration. Please do *not* send admission fees or dues with your application