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**A Guide to the Waitaki District Archive**

**@ the North Otago Museum**

There are two collections available to researchers:

* The **Reference Collection** which is available during museum opening hours (10:30am to 4:30pm) in the Research Area of the Archive (towards the back of the Museum). The use of this collection does not necessarily involve guidance and supervision by the archivist.
* The **Archive Collection** which is available during archive opening hours (Monday to Friday, 1 to 4pm) under guidance and supervision of the archivist.

**Reference Collection**

The Research Area of the Archive is open during Museum opening hours (10:30am to 4:30pm) for members of the public to consult the research collection. Resources available include:

***Cemetery information:***

* Burial information and headstone transcriptions from the ***Oamaru cemeteries*** (Old and Lawn cemetery), 1867 to 2011 (bound volumes).
* Indexed headstone transcriptions and burial records of some of the outlying ***Waitaki cemeteries***, including: Herbert/Otepopo, Maheno, Palmerston, Duntroon.

***Birth/Baptism/Marriage/Death indexes and notices:***

* Birth, Marriage and Death notices from the ***Oamaru Mail***, 1876 to 1932 (bound volumes).
* Indexed Birth, Baptism, Marriage and Death recordsof a number of ***Waitaki churches***, mainly Presbyterian and Anglican (folders).

***Other genealogical resources:***

* A ***card index*** (arranged by surname) with references to published sources (newspapers, NZ Gazette, microfiche, local history books) where a person’s name is mentioned.
* A ***newspaper reference collection*** (newspaper clippings from local papers) organised by topics in folders. Includes alphabetical folders for surnames, organisations, localities in the Waitaki.
* A range of ***microfiches*** which cover New Zealand wide records, including: New Zealand births 1840 to 1990, New Zealand marriages 1840 to 1990, New Zealand cemetery records.

***Newspapers:***

* ***Microfilms*** of local newspapers (Evening Mail, Oamaru Times, North Otago Times, Oamaru Mail) from 1864 to 1953. There is a microfilm reader in the Research room.

***Published resources***

* A range of published books, booklets and pamphlets relating to the history of the Waitaki region.

**Archive Collection**

This collection is housed in the purpose-built Archive towards the rear of the Museum and contains archival records relating to the Waitaki District.

We collect, preserve and make available for research:

* The records of present and past **local governments** of the Waitaki region including: Oamaru Borough Council, Waitaki County Council, Waihemo County Council, Palmerston Borough Council, Waitaki District Council. The records range in date from 1863 to the present. The records include:
* Minute Books
* Rate Books
* Valuation Rolls
* Maps and plans of places and buildings in the Waitaki
* A wide range of **local history** archives relating to the Waitaki district, including:
* Personal and family papers – such as letters, diaries, research notes
* Business records – for example: Oamaru Woollen Mills, Hislop & Creagh (Law firm), Oamaru Harbour Board
* School records – from a number of local schools
* Records of various clubs and organisations of the Waitaki district
* Oral Histories – interviews conducted with prominent locals
* Photographic collection – over 500,000 photographs of Waitaki people and places
* An almost complete run of **local newspapers** in print form, including:
* The *Oamaru Mail* from 1876 to the present
* The *North Otago Times* from 1864 to 1932
* A collection of **books**, including:
* Accounts and histories relating to the World Wars
* Histories compiled for various regions, topics and events in the Waitaki