



# NORFOLK FAMILY HISTORY SOCIETY

(Formerly the Norfolk & Norwich Genealogical Society - Founded 1968)

HEADQUARTERS, LIBRARY & REGISTERED OFFICE

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Dear Member

I am pleased to welcome you to the Norfolk Family History Society; your application for membership has been accepted.

Note that membership runs from **1st April 2012** to **31st March 2013**, therefore your membership will be renewable on the **1st April 2013**. (We do not renew in between these dates so please make sure you send in the renewal form that appears in the March Ancestor).

Please find attached your membership card with your number which **must** be quoted in all correspondence to the society. Should you forget, or mislay your number, it is printed on the address label when you receive your copy of "**The Norfolk Ancestor**" or upon request from the Society.

The "**The Norfolk Ancestor**" is published quarterly; your first copy will be that which is printed after your joining, past copies are available by email.

Please also see the "Guidelines for Requesting Help" from the Lookup service and a "Lookup request" form, as well as a Members Interest form for your own surnames. If you have already sent these in, please save for later amendments; please make sure that you use the attached list of the area codes, this is based on the "Chapman Codes". Space is limited for publication in the "**The Norfolk Ancestor**", please enter surnames only.

If you would like to contact a member researching the same names as yourself please write or email [membersinterests@nfhs.co.uk](mailto:membersinterests@nfhs.co.uk). Peter Spurgeon will contact you as soon as possible.

Very importantly a **Bankers Order** form, if you wish to pay for future subscriptions and not worry about renewing every year and a **Gift Aid Declaration** form if you pay UK Tax.

On our website we have **NORS**, the "Norfolk Online Record Search", as a Member you are entitled to use this search facility, you will be contacted by Judith Parks ([nors@nfhs.co.uk](mailto:nors@nfhs.co.uk)) within 4 weeks with your NORS I.D. and password.

Kirby Hall Library is open Tuesday, Thursday, 10am-1pm, Wednesday 10am-4pm, also the first and last Sunday of the month 10am-1pm. It is staffed by volunteer members who will always do their best to assist you, whether you telephone or visit in person. It may be possible for the Library to be opened on special request; this must be booked in advance.

Full details are shown of Branch meetings in the "**The Norfolk Ancestor**" or can be obtained from Kirby Hall. You can be assured of a warm welcome, when you attend.

Please make sure your **member number** is quoted in all correspondence to the society otherwise we cannot proceed with your enquiry.

If you have any further questions please contact me at the Kirby Hall address above, or email [membership@nfhs.co.uk](mailto:membership@nfhs.co.uk).

Yours Sincerely

Jean Stangroom, Chairman and Membership Secretary