

May 2020

## In this guide

Restrictions

References Codes

Business

Courts

Education

Estates/Probates

Fire Authorities

Health

Housing

Immigration

Land

Mining

Police

Railways

Welfare

**Archives New Zealand  
Dunedin Regional Office**  
556 George Street,  
PO Box 6183, Dunedin North  
Dunedin 9059  
Telephone: 03 477 0404  
dunedin.archives@dia.govt.nz

**Head Office**  
10 Mulgrave Street,  
PO Box 12 050, Thorndon  
Wellington 6144  
Telephone: 04 499 5595  
research.archives@dia.govt.nz

**Auckland Regional Office**  
95 Richard Pearse Drive, Mangere  
PO Box 201 103,  
Auckland Airport, Manukau 2150  
Telephone: 09 270 1100  
auckland.archives@dia.govt.nz

**Christchurch Regional Office**  
50 Harvard Avenue, Wigram,  
PO Box 642, Christchurch 8140  
Telephone: 03 377 0760  
christchurch.archives@dia.govt.nz

**Websites:**  
Home: [www.archives.govt.nz](http://www.archives.govt.nz)  
Archway: [www.archway.archives.govt.nz](http://www.archway.archives.govt.nz)

# Dunedin Regional Office Family History Sources

## Introduction

The Dunedin Regional Office of Archives New Zealand holds a variety of records that will be of interest to family historians. Some of the most useful are listed below. Please bear in mind that there may be other accessions or categories of archives that help you in your research – please feel free to ask us.

## Restrictions

Some of the archives listed require the written permission of the transferring agency, or their successor, before they can be accessed. These are marked with an **R**. Other items may be restricted owing to their fragility, or because digitised versions are available. For more information on restrictions, please consult *Archway* or ask a staff member.

## Reference Codes

In this guide we have noted the archives reference codes next to the lists of archives available. This will help you find the specific records during an advanced search on *Archway*.

- agency codes have 4 letters (e.g. DAAC)
- series codes consists of 4 or 5 numbers (e.g. 9136 or 18122)
- Dunedin accession codes are made up of the letter D, followed by numbers (e.g. D450)

## Business

### BANKRUPTCY AND INSOLVENCY

*A court file was begun when a petition for bankruptcy was filed. Files were also created by the Official Assignee in Bankruptcy, in whom all bankrupts' property was vested.*

### Court bankruptcy records

Dunedin registers 1875-1994 [18122]

Dunedin files 1867-1997 **R**  
[18116 to 18121]

Invercargill registers 1888-1992 [9136]

Invercargill files 1909-1992 **R**  
[9125 to 9128]

Oamaru registers 1872-1909 [21164]

Oamaru files 1876-1908 [21050]

### Official Assignee's Office bankruptcy records

Dunedin files 1950-2001 **R** [18178]

Invercargill files 1913-c.2001 **R**  
[9093, 9096, 9097]

### COMPANIES OFFICE

*The Companies Office registers companies, incorporated societies, building societies, charitable trusts etc. Many Otago and Southland Companies Office files have been destroyed and those which survive are listed on Archway. For companies where no file remains, all that may exist is a register entry or an index card.*

#### Dunedin

Registers of companies 1862-1934 [D2]

Register of incorporated societies 1896-1961 [D2]

Companies and incorporated societies files 1863-1999 [9055, 20565]

#### Invercargill

Companies and incorporated societies files 1882-1999 [9141, 9143, 20565]

## Courts

*We hold large collections of records from the main courts in Dunedin and Invercargill, including:*

### Supreme/High Court, Dunedin [DAAC]

Criminal case files and registers c.1857-1985 **R** [D256]

Civil case files and registers c.1851-1993 **R**  
[D140, D256, D349, D503]

Miscellaneous case files and registers c.1864-1997 **R** [D140, 9014, 19712, 21244]

Divorce files and registers 1869-1981 **R**  
[20681]

### District Court, Dunedin [DADT]

Criminal record books and indexes 1878-1971 **R** [19450, 19451]

Civil record books 1857-1953, 1973-1988  
[19454, 21369, 21373]

Register of protection orders, maintenance order books & files and records of payments on maintenance orders 1877-1938 **R**  
[D137, D256, 20897, 19579, 19588]

## Supreme/High Court, Invercargill [DAFG]

- Criminal case files and registers c.1864-1984 **R**  
[19050, 18834, 19088]
- Civil case files and registers 1863-1993 **R**  
[9129 to 9133, 9138, 9140]
- Miscellaneous case files and registers 1884-1993 **R**  
[9325 to 9329]
- Divorce files and registers 1884-1981 **R**  
[9121 to 9124, 9135]

## District Court, Invercargill [DAFH]

- Civil record books and sheets 1881-1998  
[22568, 22590, 22591, 22628]
- Maintenance order books and indexes 1923-1969 **R**  
[22645, 22653]

## Other Magistrate's/District Courts

We hold records from courts in the following locations that cover the time periods listed:

- Alexandra **DADO** 1865-2000
- Arrowtown **AERX** 1863-1932
- Balclutha **DACM** 1880-1964
- Bluff and Invercargill **AAIC** 1881-1968
- Charleston/Upper Shotover **AEUG** 1863-1868
- Clyde **AESD** 1862-1932
- Cromwell **AEOR** 1869-1972
- Gore **DAFP** 1930-1951
- Hamiltons **AEUL** 1864-1868
- Hampden **DACU** 1881-1930
- Hyde **DAJJ** 1864-1912
- Kaitangata **AEMR** 1885-1932
- Kurow **DACV** 1899-1939
- Lawrence **AENX** 1868-1953
- Lumsden **AENJ** 1881-1990
- Macraes **AETG** 1867-1918
- Mataura **AEVH** 1915-1940
- Middlemarch **AELK** 1892-1948
- Milton **DACN** 1878-1949
- Mosgiel **AELL** 1883-1953
- Naseby **AEUJ** 1863-1971
- Nenthorn **AGJX** 1889-1891
- Nevis **AGKM** 1864-1865
- Oamaru **DABP** 1861-1987
- Omakau/Blacks **AEST** 1867-1922
- Orepuki **AEOL** 1881-1932
- Otautau **AEOK** 1892-1978
- Outram **AELM** 1881-1931
- Owaka **AEMS** 1902-1948
- Palmerston **DACW** 1867-1979
- Patearoa **AEVD** 1901-1916
- Port Chalmers **AELN** 1861-1953
- Queenstown **AEPG** 1863-1989
- Ranfurlly **AGME** 1936-1979
- Riverton **AEOO** 1882-1968
- Roxburgh **AENY** 1863-1979
- St Bathans **AEVC** 1881-1948
- Stewart Island **AEOP** 1902-1953
- Tapanui **AESO** 1895-1946
- Waikaia **DAIK** 1877-1896
- Waikouaiti **AELO** 1885-1932
- Winton **AEOM** 1881-1953
- Wyndham **AEON** 1907-1950

## Other Courts

### Dunedin Mayor's Court/City Police Court

- Record books 1866-1878 [20881, 20883]

### Children's Court, Dunedin

- Criminal record books and indexes 1926-1971 **R**  
[19589, 19590]

### District Court of the Otago Gold Fields [DACP]

- Bankruptcy, plaint and criminal case files (Clyde and Queenstown) 1867-1904

## Education

We hold comparatively few records relating to education. For the records of the Otago Education Board and many individual schools throughout Otago, please contact the Hocken Collections, Dunedin. For the records of the Southland Education Board and many individual schools throughout Southland, please contact the Invercargill City Library and Archives.

Exceptions are:

### Campbell Park School [CAJG]

(previously Otekaieke Special School for Boys)

- Staff and pupil records c.1908-1987 **R** [D16, D227]

### Hokonui School [DAGM]

- Examination & attendance registers 1885-1951 [D242]

### Southland Education Board

- Teacher salary cards c.1910-1950 [D25]

## Estates/Probates

### PROBATE & LETTERS OF ADMINISTRATION FILES

Probate files contain the documentation required for the legal administration of an estate after the death of a person. If a person died intestate (without a will), there may be Letters of Administration for the estate.

We hold probate and letters of administration files from the following court locations – all listed individually on Archway:

- Dunedin 1851-1998 **R D** [9073, 9075, 9076]
- Invercargill 1864-1993 **R D** [9066 to 9069]
- Lawrence 1876-1909 **R D** [9077, 9078]
- Oamaru 1873-1909 **R D** [9081]
- Queenstown 1877-1909 **R D** [9082, 9083]
- Western Otago 1872-1907 **R D** [9071]
- Naseby 1897-1905 **R D** [9079, 9080]

Our probate files have been digitised as part of a joint project with FamilySearch. All Dunedin Regional Office probate files over 50 years old are available online via the FamilySearch website: <https://familysearch.org/search/collection/1865481>

## Fire Authorities

### Dunedin Fire Board [DAAN]

- photographs c.1865-1967 [D48]
- nominal rolls 1955-1959 [D50]
- fire call logs, reports & record books 1898-1988 **R** [D50]

### Invercargill Fire Brigade [ADQM]

- occurrence books 1952-1974 [D416]

## Health

### Dunedin Hospital [AAGX]

- Patient registers 1892-1963 **R** [D268, 20082, 20491]
- Patient index cards c.1908-1959 **R** [23584]
- Selected patient files 1928-c.1994 **R** [D268, 23047]
- Admission, discharge records 1877-1973 **R** [D268, 20363]
- Medical casebooks 1864-1906 [20079]
- Register of nurses 1892-1945 **R** [9188]
- Nurses' personal files 1905-1992 **R** [9189]

### Wakari Hospital [AERI]

- Patient register 1919-1947 **R** [19801]

### Balclutha Hospital [ADSE]

- Various patient registers 1946-1994 **R** [D336]
- Nurses' personal files 1927-1941 **R** [22916]

### Milton Hospital [ADSC]

- Admissions and discharges 1969-1995 **R** [D336]

### Tapanui Hospital [ADSI]

- Patient discharges 1993-1995 **R** [D336]
- Maternity registers 1931-1969 **R** [D336]

### Owaka Hospital [ADSD]

- Discharge records 1981-1986 **R** [D336]
- Maternity admissions 1959-1962 **R** [D336]

### Dunstan Hospital [ADVP]

- Patient registers 1864-c.1999 **R** [D369]
- Staff registers 1927-1971 **R** [D369]

### Cromwell Hospital [ADVQ]

- Patient registers 1908-1989 **R** [D369]
- Staff register 1950-1970 **R** [D369]

### Roxburgh Hospital [ADVR]

- Patient registers 1925-1993 **R** [D369]
- Maternity registers 1952-1995 **R** [D369]

### Ranfurlly Hospital [DAFQ]

- Staff daily register 1980-1990 **R** [D369]

### Hill Jack Maternity Hospital [AGCM]

- Case records and admission books 1948-1961 **R** [D268]

### Batchelor Maternity Hospital

- Patient registers 1907-1935 **R** [D268]

### El Nido Maternity Hospital

- Patient registers 1948-1961 **R** [D268]

### Palmerston Hospital

- Maternity book 1926-1973 **R** [D268]

### Talboys Hospital/Parkside Home [DAKF]

- Patient registers and indexes c.1931-1969 **R** [D268]
- Staff indexes 1953-1966 **R** [D268]

### Pleasant Valley Sanatorium [AENW]

- Patient registers 1919-1953 **R** [19805]

### Also...

Otago Hospital Board miscellaneous patient registers (incl. patients admitted to various hospitals) 1908-1956 **R** [20484]

## PSYCHIATRIC

### Dunedin Lunatic Asylum [AAIR]

### Seacliff Hospital [DAKH]

### Cherry Farm Hospital [DAHM]

## Orokonui Home [DAKI]

We hold many records relating to individual patients at these institutions. Those most useful to family historians are listed below. Please ask for further information.

- Medical casebooks 1863-1916 [19956]
- Statutory admission papers 1862-1926 R [19850]
- Patient admission files 1871-1949 R [19851]

## Housing

### State House Plans

Otago region 1937-1992 [D491]

### Valuation Department – Valuation rolls

- Alexandra [CAIP] 1973-1985 [D13, D129]
- Dunedin [CAIH] 1897-1985 [D10, 22864, 22865]  
*Includes wider Otago*
- Invercargill [CAJA] 1905-1985 [D14, D15, D125]  
*Includes wider Southland*

### State Advances Corporation and Housing Corporation – Valuation field sheets

- Otago region c.1938-1992 [D54]
- Southland region c.1938-1992 [D55]

## Immigration

The archives of the Dunedin District Office of the Department of Customs [DADF] include records relating to the registration of aliens (mostly Chinese) under the Immigration Restriction Acts, as well as those in New Zealand as students. Files are individually listed by name on Archway.

Certificates of registration of aliens 1904-1956 D [19064]  
Customs Service files 1887-1970s R [19039]

## Land

### OTAGO LAND DISTRICT

Maps c.1844-1977 [9429 to 9437, D205]  
Land Transfer registers and indexes 1871-c.1976 [9192 to 9198]  
Deeds registers & indexes 1851-1993 R D [23465 to 23472]  
Land tenure case files 1883-2002 R [9061]  
Runs register c.1878-c.1960 R D [21436]  
Crown Land Register c.1950-1990 [9018]  
Crown grants [D450]  
Surrendered deeds 1848-1918 [D8, D62]  
Discharged mortgages and leases [D116]

### SOUTHLAND LAND DISTRICT

Maps c.1844-1973 [D107, D205]  
Land Transfer registers and indexes 1871-c.1976 [9199 to 9204]  
Deeds registers & indexes 1863-1993 R D [23482 to 23485]  
Land tenure case files 1878-2002 R [18837]  
Crown land register c.1950-c.1990 [23772]  
Discharged mortgages, leases and transmissions [D117]

## Mining

### GOLD – WARDEN’S COURTS

We hold extensive and complex collections of records from the many Warden’s Courts that administered the goldfields throughout Otago and Southland. Almost all 19<sup>th</sup> century mining applications that we hold have now been listed individually by name on Archway. Work is still being done to make these records more accessible – please ask us for help and further information.

#### Alexandra Warden’s Court [AAIU]

Registers, applications, complaints and transfers 1863-1998

#### Arrowtown Warden’s Court [AAIV]

Registers, applications, complaints and miners’ right butts 1863-1930

#### Blacks Warden’s Court [AAJ]

Registers, applications, complaints and transfers 1866-1939

#### Clyde Warden’s Court [AAJQ]

Registers, applications, complaints and transfers 1863-1939

#### Cromwell Warden’s Court [AEPM]

Registers, applications, complaints and mining privilege files 1863-1973

#### Gore Warden’s Court [DACY]

Registers, applications and complaints 1899-1973

#### Lawrence Warden’s Court [AAJC]

Registers, applications, transfers, mining privilege files, miners’ right butts and complaints 1862-1952

#### Naseby Warden’s Court [AAJH]

Registers, applications, complaints and transfers 1863-1952

#### Queenstown Warden’s Court [AAIW]

Registers, applications, complaints, transfers, miners’ right butts and mining privileges 1863-1942

#### Riverton Warden’s Court [DADA]

Registers, applications, complaints and transfers 1870-1953

#### Roxburgh Warden’s Court [AAJD]

Registers, applications, complaints, transfers and miners’ right butts 1863-1952

#### St Bathans Warden’s Court [AEUN]

Registers, applications and complaints 1866-1923

#### Waikaia Warden’s Court [AAJW]

Registers, applications and complaints 1866-1938

We also hold smaller collections of records from Warden’s Courts based in the following locations that cover the dates listed:

- Cardrona AEZF 1872-1880
- Charleston / Upper Shotover AAJ 1863-1872
- Dunedin (incl. Hindon) AEUS 1877-1922
- Hamiltons AAJL 1864-1900
- Hyde AEUR 1864-1916
- Livingstone AETD 1887-1973
- Macraes AETH 1865-1919
- Middlemarch AEQF 1899-1929
- Nenthorn AGJW 1889-1891
- Nevis DAMQ 1864-1871
- Oamaru DAMP 1899-1974
- Orepuki DACZ 1882-1956
- Patearoa A EVE 1900-1916
- Pembroke AERU 1894-1916
- Tapanui DADB 1887-1921
- Wyndham DADC 1906-1930

Please note that there were also Resident Magistrate’s Courts located in most of these areas. The District Court of the Otago Gold Fields also sat at Clyde, Queenstown, Naseby and Lawrence. See the **Courts** section above.

### COAL

Coal mining leases, applications and registers can also be found amongst the records of the various Warden’s Courts.

#### Mining Inspection Office, Dunedin [DAJF]

Maps & plans, license & application files 1875-1998 [9158 to 9166, 9169 to 9174]

#### Mines Department, Dunedin [DAAP]

Registered files, correspondence, applications & permits 1892-1945 [D32]

#### Companies Office, Dunedin

Register of mining companies 1873-1902 [D2/108]

## Police

Dunedin staff register 1861-1943 R [21442]

New Zealand Police Gazettes 1877-1989 R D

Diaries of duty and occurrence are held for many police stations within the Otago/Southland region R

## Railways

#### Dunedin District Engineer’s Office [DAFW]

Staff registers (index available) c.1872-1928 D [D224]  
Staff register (no index) 1910-1928 [D53]  
Register of casual workmen (no index) 1920-1943 [D53]  
Register of staff changes (Loco 15) 1918-1955 [D458]

#### Dunedin District Traffic Manager’s Office [DAFV]

Staff record book 1863-1884 [19857]

#### Invercargill Resident Engineer’s Office [DADN]

Staff registers 1891-1927 [20143]  
Registers of casual workmen c.1903-c.1927 [20144]

## Welfare

### Caversham Industrial School

Industrial School books, children committed to the school 1886-1897 [COPY D REPRO 2]

Register of indigent children committed 1885-c.1942 R [20434]

*(Recorded details of impoverished children from Otago committed to various industrial schools throughout New Zealand)*

### Otago Benevolent Institution [DAKF]

Outdoor relief casebooks 1889-1911 [20403]  
Inmates books 1887-1950 R [19809]  
Applications for charitable aid 1911-1931 R [20456]

### ADOPTION

Access to adoption records is restricted. Most adoption records are held by the Central Registry of Births, Deaths & Marriages. Researchers are advised to contact:

Manager, Privacy Official Information Services  
Privacy Official Information Team  
Oranga Tamariki, Ministry for Children  
PO Box 546, Wellington, New Zealand 6011  
Central email: myrequest@ot.govt.nz  
Central telephone: (04) 918-9230