



## Instructions for Completing the *Application for Membership* to the **Cooley Family Association of America**

1. This is the .PDF version of the application. Save the file to your hard drive or other suitable medium (floppy, disk, flash/thumb drive, etc.). Use the .DOC file with your word processor to fill in the form on your computer.
2. Print the form. The PDF form will be completed the old fashioned way using pen and ink.
3. There are two categories of membership: Ancestral (you have a Cooley ancestor), and Associate (you don't have a Cooley ancestor). If you are applying for Associate Membership, genealogical data are not required.
4. All dates should be entered in the following format: MM/DD/YYYY, where MM is the month (01=January, etc.), DD is the day, and YYYY is the year. If days or months are not known, just enter the year. If the year is not known, leave blank. If the year is an approximation, enter "ABT. YYYY" where YYYY corresponds to your best guess.
5. Entries for women should use the maiden name. If unknown, leave blank. Do not use her married name.
6. "Place" information for your ancestors should include the county, if known, and country if not USA.
7. The "Gen" column refers to preceding generations. Gen. 2 will be your parents. Gen. 3 will be your grandparents. You only need to enter data for your Cooley-line ancestors.
8. Only enter the "Wife" information for the wife who maintains the line to your oldest Cooley ancestor. (This would apply to situations where there are multiple marriages/spouses.) Indicate which numbered wife is recorded in the place provided. (1) = 1<sup>st</sup> wife, etc.
9. For each Generation, document the source(s) for the data provided. Use the section after Gen. 12, **Sources**. Attach a separate piece of paper if necessary.
10. Use the **Sources** field to enter any other information you wish to share with the Association. Attach additional information/documents, etc. you want included. Your application and any attachments become part of the Association archive.
11. If you would like your children to be entered into the Association database, include their names, birth/death dates and places on a separate paper (or in the **Sources** section).
12. Sign and date the form in the place provided.
13. Mail the form and your check to the Treasurer. The address is found in the web site, membership tab, just below the link you used to download this form. Dues and application fees may change without notice. If you are not sure where to send the completed application or what the current fees are, send an email to the Treasurer (Treasurer@cooleyfamilyassociation.com).

NOTE: We use the data you supply us to build the Cooley Family database. We will not share any information with others for any living individuals. We will not share any of your personal information with others except as necessary to conduct Association business (dues reminders, Communiqué mailings, etc.). The newsletter is sent electronically. If you do not have email capability, an additional fee will be assessed for a USPS mailing of a print copy. If you have any questions, send an email to [genealogist@cooleyfamilyassociation.com](mailto:genealogist@cooleyfamilyassociation.com).



Assoc. # \_\_\_\_\_

### Application for Membership

Full Name:	<i>Last</i>				
	<i>Maiden</i>		<i>First</i>	<i>Middle</i>	<i>Date</i>
Address:	<i>Street Address</i>			<i>Apartment/Unit #</i>	
	<i>City</i>			<i>State</i>	<i>ZIP Code</i>
Birth date (MM/DD/YYYY):			Birth Place:		
Phone: (    )			E-mail Address:		
Marriage date (MM/DD/YYYY):			Marriage Place:		
Spouse	<i>Last (Maiden)</i>	<i>First</i>	<i>Middle</i>	<i>Birth Date</i>	
	<i>Birth Place</i>		<i>Death Date</i>		<i>Death Place</i>
Type of membership I am applying for:			Ancestral <input type="checkbox"/>	Associate <input type="checkbox"/>	Membership term:    Annual <input type="checkbox"/> Life <input type="checkbox"/>
I hereby apply for Full membership in <b>The Cooley Family Association of America</b> by right of descent from:					
Gen.	Child of (Name: first, middle, last)	DATE MM/DD/YYYY	PLACE (City, County, State)		
2		Born			
		Died			
2	And his (    ) wife (first, middle, maiden name)	Born			
		Died			
		Married			
3		Born			
		Died			
3	And his (    ) wife (first, middle, maiden name)	Born			
		Died			
		Married			

4		Born	
		Died	
4	And his ( ) wife (first, middle, maiden name)	Born	
		Died	
		Married	
5		Born	
		Died	
5	And his ( ) wife (first, middle, maiden name)	Born	
		Died	
		Married	
6		Born	
		Died	
6	And his ( ) wife (first, middle, maiden name)	Born	
		Died	
		Married	
7		Born	
		Died	
7	And his ( ) wife (first, middle, maiden name)	Born	
		Died	
		Married	
8		Born	
		Died	
8	And his ( ) wife (first, middle, maiden name)	Born	
		Died	
		Married	
9		Born	
		Died	
9	And his ( ) wife (first, middle, maiden name)	Born	
		Died	
		Married	



