

Naturalization and Social Security Records
Helen Plum Public Library
January 25, 2021
Presented by Suz Bates

 **Naturalization Records**

Prior to September 27, 1906 all records are local

After September 27 1906 Naturalization moved to Federal Courts (but it took a while to transfer)

1st Papers = Declaration of Intention & Index Card

2nd Papers = Petition for Naturalization

Certificates

Different rules for different years

The 2-step process could have happened in two different courts.

October 1991 – Transferred the process to INS

 **Finding Naturalization Records before 1906**

Oath of Allegiance, fealty, fidelity vs Support and Defend

Naturalization Index Cards

Getting the right location of the court records

 **Finding Naturalization Records after 1906**

Check the censuses for dates listed

NA = naturalizes

AL = alien, not naturalizes

U.S. Citizen and Immigration Services

<https://www.uscis.gov/records/genealogy>

Search Request vs Record Request

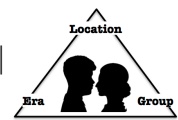
 **Social Security**

Applications, Claims, Death Index

SS-5

SSA-711

<https://www.ssa.gov/forms/ssa-711.pdf>





Finding Indexes

Ancestry.com Naturalization Databases

Search > Immigration & Travel

U.S., Naturalization Records Indexes, 1794-1995

- U.S., Naturalization Records Indexes, 1794-1995
<https://www.ancestry.com/search/collections/1192/>
- Card Catalog Key word(s)
_____ Naturalization (Put a state or a region or era in the blank.)

FamilySearch.org Naturalization Research Wiki's and Databases

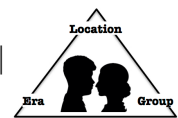
Beginning Research in United States Naturalization Records

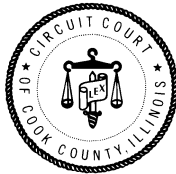
https://www.familysearch.org/wiki/en/Beginning_Research_in_United_States_Naturalization_Records

United States Naturalization and Citizenship Online Genealogy Records

United States → Naturalization → Online Genealogy Records

https://www.familysearch.org/wiki/en/United_States_Naturalization_and_Citizenship_Online_Genealogy_Records





OFFICE OF THE CLERK OF THE CIRCUIT COURT OF COOK COUNTY

COOK COUNTY NATURALIZATION RECORDS *PLEASE READ BEFORE REQUESTING A SEARCH*

The Archives Department holds Cook County Naturalization Records dating from October 1871 until 1929. All records prior to October 1871 were destroyed in the Chicago Fire. In Cook County, naturalizations were granted in the Circuit, Superior, Criminal, County Courts and the U.S. (federal) court. After 1929 all naturalizations were granted in the federal court system (i.e. U.S. District, U.S. Circuit) All U.S District/U.S. Circuit requests should be forwarded to:

National Archives-Great Lakes Region 7358 S. Pulaski, Chicago, IL 60629

Naturalization, in most cases, was a three-step process producing two separate documents. First, a Declaration of Intention ("first papers") was filed, second a Petition for Naturalization, later the Final Oath, noted on the bottom of the Petition. Certificates of Naturalization were given to the petitioners at the time of naturalization and the court did not maintain copies.

Before 1904, Cook County naturalizations contain little genealogical information. Until 1904, the only information that *could be* on a record is: name, date of naturalization, address, witness name and country of origin. Therefore, it is often difficult to positively identify individuals listed in those records. From 1904 until October 1906 date and port of arrival, occupation and witness also *might be* available. The only possibility more information from that period would be available is if the person filed their Declaration of Intention in a different place other than Cook County, which may have required more information.

Also, before 1906 wives and children were not named on naturalization papers of husbands or fathers, although they did receive derivative U.S. citizenship through these men. Only after September 22, 1922 did the law require married women to file for naturalization on their own. Therefore, doing a search for a married woman's papers before that date will generally yield no results. Beginning in October 1906, information listed in the petition includes the basic information mentioned above but also vessel of arrival, birthdate and place, wife and children's names and their birth information.

When doing genealogical research we recommend that you search for a *Petition for Naturalization* because if the citizenship process was finalized in Cook County, the *Declaration of Intention* should be attached to that.

To start this search you may print our **Record Search Request Form (CCG 0026A)**. On the line that reads "Plaintiff", please write "In Re Naturalization of" and on the "Defendant" line, please write the name of the person you are looking for. On the lines that read "Filing" and "Years to Be Searched", you can write information such as birthyear, approximate year of immigration or naturalization, etc. that may help us determine if the person located is the correct individual. Enclose a \$9 check so we may search the "Soundex Index to Naturalization Petitions" published by the National Archives (M1285) and also available online. We will send a copy of the naturalization record that matches your request. If you already have a Soundex card or petition number, send the search form with this information with \$3. Pursuant to federal law, the Archives can only provide informational copies, and **not certified copies**, of Naturalization Records. Please see Title VIII, Section 1454, Paragraph D of the United States Code for further information.

On some soundex index cards the line "Court Order Only" will appear. This refers to the order entered by the court that naturalized the individual and is the only remaining record of naturalization. The record will only contain the person's name, date of naturalization and the *country* from which they are renouncing allegiance. Also, the word "Minor" appears on some Soundex cards. This does not imply the petitioner naturalized as a minor, but rather he arrived in the U.S. as a minor. Minor's petitions include little genealogical information and no Declaration of Intention was filed in these cases.

If you have reason to believe the process of naturalization was not finished in Cook County, or a search of the Soundex index reveals no record, we encourage you to search our online database of Declarations of Intention located at www.cookcountyclerkofcourt.org If a record is found please complete our **Record Search Request Form (CCG 0026A)** and include the Declaration, Volume and Page Number along with the individual's name and whether Circuit or Superior Court. Enclose a check for \$2 made payable to "Clerk of the Circuit Court".

Unfortunately, the Archives cannot specifically search for pre-1906 "Declarations of Intentions" due the fact that these records are not indexed, and holdings are incomplete. Please note that these pre-1906 Declarations of Intentions do not contain the same genealogical information as other counties & states include. In general, they list the name, date & *country* of origin.

RECORD SEARCH REQUEST FORM
IRIS Y. MARTINEZ, CLERK OF THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS

Richard J. Daley Center
50 West Washington Street
Chicago, Illinois 60602
(312) 603-5030

Hours: 8:30 a.m. - 4:30 p.m.

Please complete the form below to request copies of records maintained by the Office of the Clerk of the Circuit Court of Cook County. Pursuant to State law and County Ordinance, you will be required to pay statutory fees in advance of the records being provided to you. These fees include (1) record search fee(s) of \$6.00 per year searched; (2) copying fees of \$2.00 for the first page, \$.50 each for pages 2-19, and \$.25 each for the remaining pages; (3) certification fees of \$6.00 per certification, if certification is requested; and (4) the cost of postage. 705 ILCS 105/27.2a¹. Only include payment of the \$6.00 record search fee at this time. If your request is by mail, payment may be made by check or money order, payable to the Clerk of the Circuit Court. Please include on the face of your check or money order all of the following: Driver's License Number, Telephone Number and Case or Ticket Number. **DO NOT MAIL CASH.** At the conclusion of the search, a Deputy Clerk will notify you of the remainder due. **FULL PAYMENT FOR THE SEARCH IS DUE AT THE CONCLUSION OF THE SEARCH,** as well as payment for the cost of postage. If payment is not received, you will be billed for this amount.

Please complete all known information:

Case Number: _____

Division/Department/District where case was filed: _____

Name of Plaintiff(s): _____

Name of Defendant(s): _____

Filing Date: _____ Disposition Date: _____

Years to be searched: _____

Please complete all information:

Regular Copy or Certified Copy requested of the following document(s): Entire File, or

_____ Your Telephone No.: _____

Your Name: _____

Your Address: _____

Your Email Address: _____

Your Signature: _____ Dated: _____

Internal Office Use Only

No. of Additional Years Searched: _____ No. of Regular Copies: _____ No. of Certified Copies: _____

Instruct customer to proceed to cashier for payment, or telephone customer with remaining amount due.

¹ Fees subject to change by State law or County Ordinance. If you pick-up your documents in person, you will not be charged for the cost of postage. If you perform the search yourself using the data access terminals located in each Division or by looking in case files, you will not be charged the record search fee.

Please send the completed form to one of the following addresses.

If you are making a request to more than one address, use a separate form for each address. Only include payment of the \$6.00 record search fee at this time. If your request is by mail, payment may be made by check or money order, payable to the Clerk of the Circuit Court. Please include on the face of your check or money order all of the following: Driver's License Number, Telephone Number and Case or Ticket Number. **DO NOT MAIL CASH.** At the conclusion of the search, a Deputy Clerk will notify you of the remainder due. **FULL PAYMENT FOR THE SEARCH IS DUE AT THE CONCLUSION OF THE SEARCH,** as well as payment for the cost of postage. If payment is not received, you will be billed for this amount.

ARCHIVES

Criminal Felony (1871¹ - 1983), Domestic Relations Division/Dissolution of Marriage (1871-1986), Law Division (1871-21 years before present date), Probate Division/Wills (1871-1975), Chancery Division/Name Changes (1871-1991), County Division (1871-1974), Child Support Division (1954-1983), Naturalization (1871-1929):

Richard J. Daley Center, 50 W. Washington Street, Room 1113 Chicago, Illinois 60602; (312) 603-6601

DISTRICT ONE (Chicago)

Misdemeanor Criminal (present up to 15 years ago): Richard J. Daley Center, 50 W. Washington Street, Room 1006, Chicago, Illinois 60602; (312) 603-4641.

Felony Criminal (present up to 15 years ago): 2650 S. California, Room 526, Chicago, Illinois 60608; (773) 674-3147

Domestic Relations Division/Dissolution of Marriage (present - 1986): Richard J. Daley Center, 50 W. Washington Street, Room 802, Chicago, Illinois 60602; (312) 603-6300.

Law Division (present up to 21 years ago): Richard J. Daley Center, 50 W. Washington Street, Room 801, Chicago, Illinois 60602; (312) 603-5426.

Probate Division/Wills (present - 1975): Richard J. Daley Center, 50 W. Washington Street, Room 1202, Chicago, Illinois 60602; (312) 603-6441.

Chancery Division/Name Changes (present to 1991): Richard J. Daley Center, 50 W. Washington Street, Room 802, Chicago, Illinois 60602; (312) 603-5133.

County Division (present - 1974): Richard J. Daley Center, 50 W. Washington Street, Room 1202, Chicago, Illinois 60602; (312) 603-5710.

Civil Division (present - 1983): Richard J. Daley Center, 50 W. Washington Street, Room 601, Chicago, Illinois 60602; (312) 603-5116 or 5122.

Child Support Division (present - 1983): 28 N. Clark Street, Room 200, Chicago, IL 60602; (312) 345-4015.

First Municipal Chicago Traffic Division (present year up to 15 years ago): Richard J. Daley Center, 50 W. Washington Street, Room LL-01, Chicago, Illinois 60602; (312) 603-2000.

SUBURBAN DISTRICTS 2-6

Refer to the dates in the Archives section, above, to determine whether to send your request to Archives or a Suburban District.

DISTRICT TWO (Skokie): 5600 Old Orchard Road, Room 136, Skokie, Illinois 60077; (847) 470-7250

DISTRICT THREE (Rolling Meadows): 2121 Euclid Avenue, Room 121, Rolling Meadows, Illinois 60008; (847) 818-3000

DISTRICT FOUR (Maywood): 1500 Maybrook Avenue, Room 236, Maywood, Illinois 60153; (708) 865-6040

DISTRICT FIVE (Bridgeview): 10220 South 76th Avenue, Room 121, Bridgeview, Illinois 60455; (708) 974-6500

DISTRICT SIX (Markham): 16501 South Kedzie Parkway, Room 119, Markham, Illinois 60428; (708) 210-4551

¹ Records are maintained in Archives beginning shortly after the Great Chicago Fire of October 8, 1871.

REQUEST FOR DECEASED INDIVIDUAL'S SOCIAL SECURITY RECORD

*Use This Form If You Need

1. Photocopy of Original Application for a Social Security Card (SS-5).

OR

2. Computer extract of Social Security Card Application.

INFORMATION ABOUT YOUR REQUEST

- **How Do I Get This Information?**

Complete page 2 of this form to tell us what information you want. Photocopy page 2 for multiple requests.

- **Is There A Fee For This Information? Yes**

Photocopy of Original Application for Social Security Card (SS-5)

If SSN of deceased individual is provided, the fee is \$21.00.

If SSN of deceased individual is not provided, the fee is \$21.00.

Computer Extract of SS-5 (May not contain the names of the individual's parents and the place of birth)

If SSN of deceased individual is provided, the fee is \$20.00.

If SSN of deceased individual is not provided, the fee is \$20.00.

Certified copy is provided for an **additional fee** of \$10.00 (See instructions below)

- **SSN Search required.**

Complete as much information as possible in Blocks 4 and 5, if the deceased individual's SSN is unknown.

- **When Is Certification required?**

Certification is usually not necessary unless you plan to use the information in court.

- **Method of Payment.**

Payment can be made with a **credit card** by completing the attached Form SSA-714 and returning it with your request(s) form. You may also pay with a **check or money order** (Name, Address and Phone Number must appear on Check). Enclose one check or money order for the **entire fee required** (total from request(s)). **DO NOT SEND CASH.**

REQUEST FOR DECEASED INDIVIDUAL'S SOCIAL SECURITY RECORD**PROCESSING LIMITATIONS:** A Request for information **CANNOT** be processed for:**INDIVIDUALS WHO DIED BEFORE NOVEMBER 1936.****INDIVIDUALS BORN BEFORE 1865 (unless you furnish a Social Security Number (SSN)).****INSTRUCTIONS: PRINT OR TYPE ALL DATA. SIGN IN INK. ALLOW 4-6 WEEKS FOR A REPLY.**

If you have any questions regarding completion of this form call 1-800-772-1213.

1. Request for photocopy of Original Application for Social Security Card (SS-5). Enter, \$21.00, if SSN of deceased individual is provided	A. \$
Enter \$21.00, if SSN of deceased individual is not provided	B. \$
2. Request for Computer extract of Social Security Number Application. Enter, \$20.00, if SSN of deceased individual is provided	C. \$
Enter, \$20.00, if SSN of deceased individual is not provided	D. \$
3. If Certification is required, enter an additional \$10.00	E. \$
Add the amounts from Lines A through E and enter TOTAL on Line F	F. \$

Paying with a **CREDIT CARD**, complete and return Form SSA-714 attached, or Enclose your **CHECK** or **MONEY ORDER** for the amount on line **F** payable to "Social Security Administration." **DO NOT SEND CASH. DO NOT SEND SELF-ADDRESSED STAMPED ENVELOPE.**

4. DECEASED INDIVIDUAL'S INFORMATION (COMPLETE AS MUCH INFORMATION AS POSSIBLE)

Name of Individual at birth (first, middle, last name)

Name(s) of Individual (if other than above/other name(s) used)

Check Sex

 M F

Social Security Number

Date of birth (mo, day, yr)

Place of Birth (City, State or Foreign Country)

5. DECEASED INDIVIDUAL'S PARENTS' INFORMATION (if SSN of deceased individual is not provided, please complete this section) (Complete as much information as possible)

Mother's (Maiden) Name at birth (first, middle, last name)

Mother's married name(s)

Father's Name (first, middle, and last name)

6. REQUESTER'S INFORMATION (PLEASE READ PRIVACY ACT STATEMENT BEFORE COMPLETING THIS SECTION)

Printed Name of Requester (first, middle, last name)

Signature (do not print unless this is your usual signature)

Date

Street Address

City, State, and ZIP Code

Telephone Number

Fax Number

E-Mail Address

7. Forward Request to: **SSA OEIO DEBS FOIA
PO BOX 33022
Baltimore, MD 21290-3022**

8. Forward Express Mail to: **SSA OEIO DEBS FOIA
6100 Wabash Ave.
Baltimore, MD 21215**

PRIVACY ACT STATEMENT

Collection and Use of Personal Information

The Freedom of Information Act (FOIA) (5 U.S.C. § 552) and our regulations at 20 CFR 402.130 allows us to collect this information. Furnishing us this information is voluntary. However, failing to provide all or part of the information may prevent us from accurately responding to your FOIA request.

We will use the information to verify the subject individual is deceased, access the correct Social Security record, and process your request. We may also share your information for the following purposes, called routine uses:

- To student volunteers, individuals working under a personal services contract, and other workers who technically do not have the status of Federal employees, when they are performing work for the Social Security Administration (SSA), as authorized by law, and they need access to personally identifiable information in SSA records to perform their agency assigned functions; and
- To National Archives and Records Administration, Office of Government Information Services (OGIS), to the extent necessary to fulfill its responsibilities in 5 U.S.C. 552(h) to review administrative agency policies, procedures and compliance with the FOIA, and to facilitate OGIS' offering of mediation services to resolve disputes between persons making FOIA requests and administrative agencies.

In addition, we may share this information in accordance with the Privacy Act and other Federal laws. For example, where authorized, we may use and disclose this information in computer matching programs, in which our records to establish or verify a person's eligibility for Federal benefit programs and for repayment of incorrect or delinquent debts under these programs.

A list of additional routine uses is available in our Privacy Act System of Records Notice (SORN) 60-0340, entitled FOIA and Privacy Act Record Request and Appeal System, as published in the Federal Register (FR) on July 13, 2016, at 81 FR 45352. Additional information, and a full listing of all SORNs, is available on our website at <https://www.ssa.gov/privacy>.

Paperwork Reduction Act Statement - This information collection meets the requirements of 44 U.S.C. § 3507, as amended by section 2 of the Paperwork Reduction Act of 1995. You do not need to answer these questions unless we display a valid Office of Management and Budget (OMB) control number. We estimate that it will take about 7 minutes to read the instructions, gather the facts, and answer the questions. **Send only comments relating to our time estimate above to: SSA, 6401 Security Blvd, Baltimore, MD 21235-6401.**