

## CHECKLIST: What do I Know?

To begin your search, it is helpful to gather as much information as possible. Write down your answers and, as your research progresses, you may be able to come back and add more information. If you don't know much right now, that's ok. Just fill in what you can.

- 1. First and middle name(s) of the missing person.** Be sure to include formal names, nicknames, and any spelling variations you can think of (for instance, Betsie could be Betsey, Betsy, or even Elizabeth).
- 2. Last name of the missing person.** Include possible different spellings. Also, if they might have had stepparents or been adopted by or lived with someone or another family, include their last name as possible here. Include women's married and maiden last names if you can.
- 3. Community of the missing person.** There may be more than one community to which they are connected. If the person was at school when they were sent to hospital, include the name and location of the school here.
- 4. Birthdate, or age of person when they were sent to hospital.** Even a rough estimate can be helpful.

5. **Parents of the person missing person.** Included stepparents, adopted family (including customary adoption). Were any of them sent to a hospital? Do you know which one(s)?
6. **Siblings of the missing person.** Include step siblings and cousin siblings. Were any of them sent to a hospital? Do you know which one(s)?
7. **Any faith community or religious affiliation of the missing person.**
8. **Any faith community or religious affiliation of the family** of the missing person.
9. **Date the missing person was sent to the hospital.** Even a rough estimate can be helpful.
10. **Name of the hospital the missing person might have been sent to.** Even a rough estimate or name of a nearby community can be helpful. For example, “close to Winnipeg” narrows the options down to two hospitals.

**11. Any stories you might know or have heard** about where they were sent, when they were sent, who sent them, anyone who was sent with them, etc.

Now you are ready to move on to locating the records that might help your search.