



South Africa: National Archives

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NAAIRS: National Automated Archive Information Retrieval System

- Central finding aid for all archives repositories in South Africa
- Still adding entries (250.000 per year)
- Includes death notices, estate files, wills, inventories, distributions, divorce records, property, court disputes, some gravestones, audio/visual and oral records, photographs

To access the NAAIRS site:

- www.national.archives.gov.za/naairs.htm
- Click on “Search National Automated Archive Information Retrieval System”
- Choose the archive. The following abbreviations will help:
 - KAB: Cape Province
 - NAB: Natal
 - TAB: Transvaal
 - VAB: Orange Free State
 - RSA: Search through all archives

When a result is found, note all important data. This includes:

- Archive Depot
- Source Type
- Volume number
- Reference number
- Name
- Year

You will need this information to find the document, whether in the collections available at the Family History Library or at the Archives in South Africa.



Search Tips:

- Exact search only; enter multiple fields to limit data, including by search word and date
- If province of residence is known, limit archive search to only that province.
- Sometimes, entering two surnames will help restrict data given to a specific couple, in estate files, for example; however, not all estate file indexes contain surname of spouse.

Accessing the Archives Records:

- Many death notices are microfilmed, and are available at the Family History Library, through 1950 (exception: Transvaal, only available through 1939).
- Post-1950 estates are available on at www.familysearch.org (Orange Free State: 1951-2006; Cape Province: 1951-1953, 1962-1971, 1974)
- Other death notices only available at the archives research centres in South Africa
- Wills, inventories, divorce records, disputes, court records available in South Africa

Acquiring Death Notices and Estate Files from FamilySearch:

- www.familysearch.org/learn/wiki/en/South_Africa
- Click on “Probate Records” in the bar on the left side of the page
- Choose the province of interest
- Click on the link provided under the paragraph detailing the available microfilm records
- Identify the appropriate film number. If the death notice or estate file is available online, click on the link leading to the online records collection
- Order the microfilm, or order a copy via the Family History Library photoduplication services by going to the website: www.familysearch.org/learn/wiki/en/Photoduplication_Services

Acquiring Documents from the South African Archives via eGGSA:

- Go to the website www.eggasa.org
- Click on the “FAQ” link under “Document Ordering Service”
- Click the first option, “How do I place my order”
- Click the option “Online shopping service,” in item 3 under Terms and Conditions
- Scroll to the bottom of the page, and click on “I accept these terms.” Make sure to read the charges for the documents, as this fee must be paid prior to receiving the documents
- Fill out the required form, and click on “Continue”
- Use the form to order the requested documentation. Be sure to fill out all requested information: Quantity, Depot/Repository, Source and Volume number, Document Description, and Notes, explaining what types of documents are requested (e.g., death notice, will, inventory, etc.)
- NOTE: Any records from the Cape Town archives cannot be ordered via eGGSA, as the archive has banned copying by any means of the documents in their archive. Contact the archive at rmwcape@dac.gov.za for further information.