



Chile, Civil Registration Records Guide

DEATHS, 1885–1932

The Civil Registration Records project contains birth, marriage, and death records for the country of Chile. Each record must be indexed according to guidelines that are specific to each record type.

This guide is a quick start to indexing the death records; carefully read the project instructions in each project to learn about unique features of that project.

Figure 1. Detail of a typical 1885–1932 Chile death record showing just the fields to be indexed. Other portions of the record are not shown in this image.

FECHA DE LA INSCRIPCIÓN	NOMBRE, SEXO, NACIONALIDAD, EDAD, PROFESIÓN, ESTADO, ETC., DEL MUERTO.	FECHA, LUGAR Y CAUSAS DE LA DEFUNCIÓN: CEMENTERIO	NOMBRE
10 Enero die de mil ochocientos noventa i ocho	8 nombre Olivares Catalan 7 Quintina 9 sexo Femenino 10 nacionalidad Chilena edad Trinta i ocho años profesión Guisadora 11 estado Casada Bernardino 12 Robles domicilio Calle de los Chiles 13 Nombre de sus padres: padre Jose Olivares 14 madre Maria Catalan 15 16	5 Fecha 4 de mil ochocientos noventa i ocho 6 a las cinco de la tarde de lugar Calle de los Chiles causas Fiebre cementerio Parroquial	nombre ble edad profesión domicilio testigos de dep comprobó Espa mis

Registration Date

Margin

Legend:
=Record information
=Given names
=Surnames
=Age or Sex
=Dates

There are 16 basic elements to index in these death records.

- 1 **Record Type*** will be indexed as **Defunción**.
- 2 **Page Number*** will be indexed as **6**.
- 3 **Record Number*** will be indexed as **10**.
- 4 **Death Day*** will be indexed as **6**.
- 5 **Death Month*** will be indexed as **Ene**.
- 6 **Death Year*** will be indexed as **1898**.
- 7 **Deceased's Given Names*** will be indexed as **Quintina**.
- 8 **Deceased's Surnames*** will be indexed as **Olivares Catalan**.
- 9 **Deceased's Sex*** will be indexed as **M**.
- 10 **Deceased's Age*** will be indexed as **38**.
- 11 **Spouse's Given Names** will be indexed as **Bernardino**.
- 12 **Spouse's Surnames** will be indexed as **Robles**.
- 13 **Deceased's Father's Given Names** will be indexed as **Jose**.
- 14 **Deceased's Father's Surnames** will be indexed as **Olivares**.
- 15 **Deceased's Mother's Given Names** will be indexed as **Maria**.
- 16 **Deceased's Mother's Surnames** will be indexed as **Catalan**.

*Fields 1–10 are required fields. If information for a required field was not given in the record entry, press **Ctrl+B** to mark the field as blank.

Sixteen Basic Elements

The first image in each book could be the “Certificado De Apertura” (opening certificate); remember to index the first record, record 1, which is typically included on that page. The last image in each book could be the “Certificado De Clausura” (closing certificate); index it as **No Extractable Data Image** in the Image Type field.

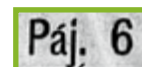
1 Record Type* (tipo de registro): **Defunción**

- The record type usually appears after the words “Registro de.”
- There are three record types in this project. For deaths (defunciones), click in the **Record Type** field. Then click the **down arrow** and then **Defunción**.



2 Page Number* (número de página): **6**

- The page number is often found after the word “Páj.,” “Páj.,” or “Página.”
- The page number was usually written at the top left, right, or center of the page above the record.
- Do not confuse the page number and the record number.
- Most images in this project have two pages; be sure to index the correct number for each page.



3 Record Number* (número de registro): **10**

- The record number was usually written in the left or right margin of the page next to the record.



4 Death Day* (día de defunción): **6**

- Index the day as a one- or two-digit number, even if it was written as a word in the document (as “seis” in this example).
- The day is usually found where the word “fecha” is located. Type the one- or two-digit number for the day. In this example, the word “seis” needs to be indexed as **6**.
- Do not confuse the death day with the day of registration (which is usually located next to the record number).
- If the death day was not recorded, use the registration date (fecha de la inscripción) instead.



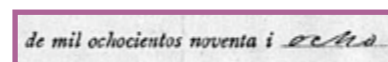
5 Death Month* (día de la muerte): **Ene**

- Index the month as a one- or two-digit number, even if it was written as a word in the document (as “enero” in this example).
- The month is usually found after the word “fecha,” which is located under the heading “Nombre, Lugar I Causas De La Defunción.”
- Do not confuse the death month with the registration month (which is usually located next to the record number).
- If the death month was not recorded, use the registration date instead.



6 Death Year* (día de defunción): **1898**

- Index the year as a four-digit number, even if it was written as a word in the document (as “Mil ochocientos noventa i ocho” in this example).
- These Chile records include deaths from the year 1885 to the year 1932. The death year is usually indicated after the words “de mil ochocientos” or “de mil novecientos.”
- Type a four-digit number for the year.
- If only a two-digit number is available, you may be able to determine the year from other data in the image.
- If you are not able to determine the four-digit number for the year, index what was written in the record.
- If no death date was recorded, use the registration date instead.



7 Deceased's Given Names* (nombres de pila del fallecido): **Quintina**



- The name is typically indicated after the word “nombre,” which is located under the heading “Nombre, Sexo, Nacionalidad, Edad, Profesion, Estado, etc, Del Muerto.”
- Given names may be written before or after the surnames.
- If you cannot determine if a name is a given name or a surname, index it in the Given Names field.
- If a name was abbreviated, index it as it was written, without typing a period after the abbreviation.
- Do not include titles or terms with the name.
- Many names have diacritics or accent marks (ñ, á, é, í, ó, ú, Ñ, Á, É, Í, Ó, Ú); if they were written in the document, include them when you index the name.
- Include hyphens (-) and apostrophes (') when they were written as part of the name.

8 Deceased's Surnames* (apellidos del fallecido): **Olivares Catalan**



- The surnames are typically indicated after the word “nombre,” which is located under the heading “Nombre, Sexo, Nacionalidad, Edad, Profesion, Estado, etc, Del Muerto.”
- Surnames may be written before or after the Given Names.
- If you cannot determine if a name is a given name or a surname, index it in the given names field.
- Do not include titles or terms, such as “Sr,” “Señor,” “Dn,” “Don,” “Sra,” “Señora,” “Sta,” “Senõrita,” “Dña,” or “Doña,” with the name.
- Many names have diacritics or accent marks (ñ, á, é, í, ó, ú, Ñ, Á, É, Í, Ó, Ú); if they were written in the document, include them when you index the name.
- Include hyphens (-) and apostrophes (') when they were written as part of the name.

9 Deceased's Sex* (sexo del fallecido): **M**



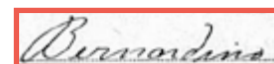
- Index the sex as a letter, even if it was written as a word in the document (as “femenino” in this example).
- The sex was indicated after the word “sexo.” Type **H** for hombre (male) or **M** for mujer (female).
- Index the sex only if it was specified in the record or if you can infer it from relationship terms, such as son (hijo), daughter (hija), husband (esposo), or wife (esposa), or from other indicators in the language.

10 Deceased's Age* (edad del fallecido): **38**



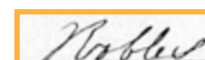
- Index the age as a number, even if it was written as a word in the document (as “treinta i ocho” in this example).
- The age of the deceased was indicated after the word “edad.”
- Index only full years. If fractions of years were recorded, round down to the nearest full year. For example, 18 months would be indexed as **1**.
- If less than one year was recorded or a child was stillborn, index the age as **0** (zero). For example, an age of six months would be indexed as **0**.

11 Spouse's Given Names (nombres de pila del cónyuge): **Bernardino**



- The spouse's given names and surnames appear after the words “estado casado” or “estado casada.”
- Do not index the words “estado casado” or “estado casada” because they are not part of the name.
- See item 7 for guidelines on how to index given names.

12 Spouse's Surnames (apellidos del cónyuge): **Robles**



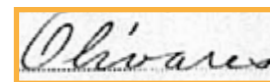
- The spouse's surnames and given names appear after the words “estado casado” or “estado casada.”
- Do not index the words “estado casado” or “estado casada” because they are not part of the surname.
- See item 8 for guidelines on how to index surnames.

13 Deceased's Father's Given Names (nombres de pila del padre del fallecido): **Jose**



- The father's given names and surnames appear after the word "padre." Do not index the word "padre."
- See item 7 for guidelines on how to index a given name.

14 Deceased's Father's Surnames (apellidos del padre del fallecido): **Olivares**



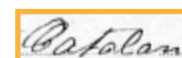
- The father's surnames and given names appear after the word "padre." Do not index the word "padre."
- See item 8 for guidelines on how to index surnames.

15 Deceased's Mother's Given Names (nombres de pila de la madre del fallecido): **Maria**



- The mother's given names and surnames appear after the word "madre." Do not index the word "madre."
- See item 7 for guidelines on how to index given names.

16 Deceased's Mother's Surnames (apellidos de la madre del fallecido): **Catalan**



- The mother's surnames and given names appear after the word "madre." Do not index the word "madre."
- See item 8 for guidelines on how to index surnames.

Key Words and Expressions

Spanish	English
registro or registro	record
defunción	death
fecha	date
inscripción	registration
nombre	name
sexo	sex
edad	age
estado	marital status
nombres de sus padres	names of his or her parents
compareciente	witness or declarant
madre	mother
padre	father
fecha de la inscripción	registration date
Months	
enero (Ene)	January
febrero (Feb)	February
marzo (Mar)	March
abril (Abr)	April
mayo (May)	May
junio (Jun)	June
julio (Jul)	July
agosto (Ago)	August
septiembre (Sep)	September
octubre (Oct)	October
noviembre (Nov)	November
diciembre (Dec)	December

Days of the Week	
lunes	Monday
martes	Tuesday
miércoles	Wednesday
jueves	Thursday
viernes	Friday
sábado	Saturday
domingo	Sunday
Numbers	
uno	1
dos	2
tres	3
cuatro	4
cinco	5
seis	6
siete	7
ocho	8
nueve	9
diez	10
once	11
doce	12
trece	13
catorce	14
quince	15
dieciséis	16
diecisiete	17
dieciocho	18
diecinueve	19
veinte	20
veintiuno or veinte y uno	21
veintidós or veinte y dos	22
veintitrés or veinte y tres	23
veinticuatro or veinte y cuatro	24
veinticinco or veinte y cinco	25
veintiséis or veinte y seis	26
veintisiete or veinte y siete	27
veintiocho or veinte y ocho	28
veintinueve or veinte y nueve	29
treinta	30
cuarenta	40
cincuenta	50
sesenta	60
setenta	70
ochenta	80
noventa	90
cien	100

Help and Training

Family Search indexing support and training:

[FamilySearch.org/indexing/help/](https://familysearch.org/indexing/help/)

Other Resources

- For full project instructions:
indexing.familysearch.org/projects/ChileCivilRegistration1885-1932PartB/ProjectHelp3.html
- For help with handwritten records:
[FamilySearch.org/indexing/help/handwriting](https://familysearch.org/indexing/help/handwriting)
- Spanish records instructional guide:
familyhistory.byu.edu/Downloads/Spanish_Extraction_Guide/Default.htm
- A list of Spanish surnames and given names and a Spanish script tutorial: script.byu.edu/Pages/Spanish/en/surnames.aspx



THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS