

History of Maramon Palakkunnathu Family - 2014.

[THEMOOTTIL, NEDUVELIL, PERYILELIL, PUNAMADAM BRANCHES]

Guide lines

To be completed by male descendents of Maramon Palakkunnath Mathen (17th C)

Step 1. Write the information you want to include in THE MARAMON PALAKKUNNATHU FAMILY HISTORY – 2014, on a sheet of paper, in the following format.

Step 2. The information is to be written in English/Malayalam and signed and dated by **the head** of that family.

Step 3. Find out your registration number – the number shown against your name in The Maramon Palakkunnathu Family History – 2003. If your name is not there, write the number of your closest relative named in that book and leave a note about your relation with that person.

Step 4. **Photographs** of members – single or in groups – On the back of each photo, write the name(s) and the registration number(s) of the person(s) appearing in the photograph. Enclose the photographs in an envelope and write outside the envelope, the names of those members and the address to which they are to be returned.

Step 5. **Hand them over** to a committee member of the family branch
or post it to the secretary,
or send it by e-mail to - palakunnathufamily2003@gmail.com

Help line to write your part of the family history

1. Complete only the sections that apply to you and your immediate family.
2. Write the name of your Branch and sub-branch in the family.
3. Linguistic Ability - Write down the language(s) in which you are proficient.
4. **Names**:- Write your Name (in CAPITALS) as it should appear in print. Also include the other names you have used, such as your name before marriage, nick name, pet name or an alias.
5. Registration **Number**: (See step 3, given above).
6. **Address**: Write your Permanent address.
7. Write the dates in this order - Day/Month/Year. Living persons may write only Day and Month in the columns, “date of birth” and in other similar columns.
8. **Personal Particulars**: Date of birth (D of B), date of marriage (D of M). Also if they are no more, date of death (D of D) including year), and place where laid to rest.
9. **Work History**
10. **Other information**: Your contributions in Social services, Responsibilities in the Family Association. Awards received, etc.
11. “For office use only” – The information entered in this section will not be included in the History Book.

Section A –About Yourself: (For explanations see the Help Line given above)

1. Name of Branch and sub-branch:
2. Linguistic Ability:
3. Name (in CAPITALS):
4. Registration number:
5. Permanent Address:
6. Personal particulars:
7. Work History:
8. Social activities:
9. Other information if any.

Section B –About your spouse

1. Name (in CAPITALS):
2. Linguistic Ability
3. Names of parents, family name & their address
4. Personal particulars:
5. Work History:
6. Any other information:

Section C–About your children

Give the names of all your children according to their age

No:	S/D	Name	D of B	D of M	Name of Spouse	D of D	Place laid to rest

Note: 1. Enter details about all your children including married ones. For married daughters, write name of her husband, family name and other details.

2. But for a son, who is married, write the details of that new family on another sheet

Following Sections may be written the same way, as the other Sections.

If necessary include “corrections you have noticed in Family History – 2003” also,.

Section D - About your grand children

Section E - About your great grand children

Section F - About your parents

Section G - About your siblings

Section H - About your grandparents

Section I - About your ancestors, including corrections in Family History – 2003.

For Office Use: (Entries in this section are for reference only and not for the History Book)

1. List of all photographs enclosed.
2. Mailing address and e-mail address.
3. **Telephone** Numbers. Write your complete telephone number. If you are outside India, include the country and area codes.
4. Name, Signature and date.