MONROE COUNTY ARCHIVES
Search Guide

BELOW IS THE RESTRICED RECORDS – CANNOT BE SEEN BY THE PUBLIC

1) Adoptions records
2) Mental Health records
3) Military discharge records
4) The Veteran's Administration local military records
5) Lunatic's and habitual drunkards dockets
6) Alms house or county home records less than 100 years old (also Overseers of the Poor)

7) Juvenile records
8) Records from the District Attorney's Office regarding District Attorney investigations and search warrants

9) Orphan's Court records
10) Names of child victims
11) Contents of wire-tapping or electronic surveillance

Also, Miscellaneous dockets or records that might contain these kinds of records mixed in

NOTE: ANY NON-RESTRICTED RECORDS IN THE RESTRICTED DOCKET BOOKS OR FILES. MUST BE SEARCHED OUT BY THE ARCHIVIST

Archives Search Guide
Assessment Records

These records are property ownership (in book form) from: 1836 – 1976-

Barrett thru Tunkhannock Townships

Needed for Search
1) Persons Name(s)
2) Township or Borough they lived in
3) Year

NOTE: Barrett Township – 1860 thru Delaware Water Gap – 1959
on microfilm

Also have Property Assessment Cards – Chestnuthill, Coolbaugh & Polk Townships from: 1958 – 1959

Also have Barrett thru Tunkhannock Townships Districts 1984 original microfilm. Duplicates can be viewed in the Assessment Office.

Archives Search Guide
Clerk of Courts Records

Type of Search – Justice of the Peace records – Commonwealth Cases (criminal)
1926 – 1942

Needed for Search – 1.Name(s) of Defendant
2.Charge(s)
3. Year

Type of Search – Justice of the Peace Docket Books – 1880 – 1939
M.F. Coolbaugh, Drake, Robert Gruber, P.M. Nilis
& R.A. Nilis

Needed for Search – 1. Name(s)
2.Charge(s)
3. Term(month) & year

Archives Search Guide
Clerk of Courts Records

Type of Search – Criminal files from 1839 – 1960 (At common pleas court level)

Needed for Search – 1) Name
2) Year
3) Charge(s)

Type of Search – Juvenile Minute Books from 5/1963 – 5/1983 RESTRICTED
Needed for Search 1) Name 2) Year

Type of Search – Quarter Sessions Dockets from-1836 – 1892
RESTRICTED (May contain.criminal cases,Grand & Petit Juries etc…
Needed for Search 1) Name 2) Year 3) Type of Filing

Type of Search – Miscellaneous Quarter Sessions Dockets from: 1892 – 1958
RESTRICTED Vols. 1 – 7 Contains a mix of cases
Needed for Search 1) Name 2) Year 3) Type of filing

Type of Search – Quarter Sessions Minutes from – 1960 – 1978 (criminal cases)

Needed to Search – 1) Name (defendant)
2) Year
3) Charge(s)

Type of Search – Commonwealth Cases from-1880 – 1920
(Criminal, at Justice of the Peace level)

Needed for Search – 1) Name (defendant) 2) Year

Type of Search – Grand and Petit Juries from-1836 – 1975
RESTRICTED NOTE: Listed in Oyer &Terminer & other Misc.Dkts.
Also in file boxes from 1836 – 1970's
Needed for Search 1) Name of Juror 2) Year & Court term

Archives Search Guide
Clerk of Orphan's Court Records

Type of Search – Orphan's Court Estate Indexes from 1836 - 1976
RESTRICTED (Located in the Clerk of Courts Office in the Courthouse)

NOTE: Indexes will give case number only

Needed for Search – 1) Name (different spellings)

Type of Search – Orphan's Court Minute Books – 1/1886 – 2/1968 –RESTRICTED
Needed to Search – 1. Name(s) 2. Year(s)

Type of Search – Orphan's Court Estate Files – from #1 -1836 - #2999 – 1917
RESTRICTED
Needed for Search 1) Name 2) Case number

Type of Search – Minutes Orphan's Court Books from: 5/1877 – 12/1958
RESTRICTED
Needed for Search 1) Name 2) Month & Year

Type of Search – Births (Register Book from May 1853 five listings)

Needed for Search – 1) Name of Child
2) Township or Borough
3) Year

NOTE: In back of book, two court of common pleas Indentures, 1898 Vol. #33 pg. #618

Type of Search – Birth Register Records from-1893 – 1905 (Barrett Township thru Tunkhannock Township)
NOTE: Matches Register of Birth Book in Clerk of Courts Office

Needed for Search – 1) Name of Child
2) Year
3) Location (township/borough)

Archives Search Guide
Clerk of Orphan's Court Records

Type of Search – Marriages (Register Book from 1852 – 1854
one 1855)

Needed for Search – 1) Name of man
2) Name of woman
3) Year

Type of Search – Deaths (Register Book from 1852 – 1854
Thirty-two names)

Needed for Search – 1) Name of Deceased
2) Year

Type of Search – Marriages at Justice of the Peace –F.Dutot 1842 – 1865 4 pgs. Listed.

Type of Search – Death Register from 1893 – 1905 Barrett Township thru
Tunkhannock Township)

NOTE: These records match the Death Register Book
located in the Clerk of Courts Office

Needed for Search – 1) Name of Deceased
2) Year
3) Location (township or borough)

Archives Search Guide
Clerk of the Court of Quarter Sessions

Type of Search – Roads and Bridges and Quarter Sessions from 1836 – 1955
NOTE: Records include, Petition to Appoint Auditors,
Appoint Viewers (to view were a county road or
or bridge should go) Petitions to vacate roads etc…

Needed for Search – 1) Name
2) Year
3) Location

NOTE: The records above are also on microfilm and
the maps are on aperature cards

Archives Search Guide
Commissioner's Records

Minute Books (Meetings)
1840 – 1979
Needed for Search – 1.Year
2. Type of Event
3. Name(s)

Bills & Receipts – 1837 – 1919
Needed for Search – 1. Name(s)
2.What it's about
3.Year

Day Books (Ledgers)
of Local Businesses
1836 – 1889

Needed for Search – 1.Name(s)
2.Year(s)
3. Item(s)

*RESTRICTED Poor District Minutes
10/08/1923 – 2/18/1960
Needed for Search – 1. Name(s)
2.year

Militia Fines/Tax books
1850 – 1865
Needed for Search – 1. Name(s) 2. Year(s)

Militia Enrollment Volumes – 1,1,& 2
1865 – 1907
Needed for Search, Same as Above

Indictment Book 1770 – 1837
*The first part of book is Indictments in Phila. Cty.
The second part refers to Monroe County.
Needed for Search – 1. Name(s) 2.Year 3. Charge(s)

Stbg. Boro. Council book – 1858 – 1865
Needed for Search – 1. Year 2. Name(s) 3. Event

Archives Search Guide
Prothonotary Records

Type of Search – Plaintiff Equity Index from – 1864 – 1961

Needed for Search –1) Name

2) Year

Type of Search – Defendant Equity Index from – 1869 - 1961

Needed for Search – 1) Name
2) Year

Type of Search – Index to Assigned Judgements from 1876 – 1937

Needed for Search – 1) Name(s)
2) Year

Type of Search – Ejectment Index from 1856 – 1949

Needed for Search – 1) Name
2) Year

Archives Search Guide
Prothonotary Records

Type of Search – Naturalization Records from 1834 – 1991
NOTE: 1834, one entry Monroe &
Northampton Counties.

Type of Search – Alien Declarations & Petitions 1837 – 1908
(indexes in naturalization record books
volume A & vol. 2)
Needed for search 1) Name (also include different spellings)
2) Year

Type of Search – Declarations of Intent Books (to become a citizen)
from: 1836 - 1985 (indexes included)

Needed for Search – 1) Name
2) Year

Type of Search – Petitions for Citizenship Books from: 1909 – 1940
(indexes included)

Needed for Search – 1) Name
2) Year

Type of Search – Naturalization Order Books (1 & 2) from: 1930 – 1991
(no indexes)

Needed for Search 1) Name
2) Year

Type of Search – Petition for Naturalization – from: 1951 – 1991
(with indexes)

Needed for Search – 1) Name 2) Year

Old Miscellaneous Naturalization "stubs" (from original Certificates) old books
Photos & reports

Archives Search Guide
Prothonotary Records

Type of Search – Hotels, Taverns and Inns – Petitions and Applications
1837 – 1937 Needed for Search 1. Name(s)
2. Year
3. Name of Establishment

Type of Search – Plaintiff Equity Index from – 1864 – 1961

Needed for Search –1) Name

2) Year

Type of Search – Defendant Equity Index from – 1869 - 1961

Needed for Search – 1) Name
2) Year

Type of Search – Index to Assigned Judgements from 1876 – 1937

Needed for Search – 1) Name(s)
2) Year

Type of Search – Ejectment Index from 1856 – 1949

Needed for Search – 1) Name
2) Year

Archives Search Guide
Prothonotary Records

Type of Search – Protest Books of Notary Public from: 1857 – 1883
(filed notices of protest against notes and checks
for non-payment of funds)
Needed to search – 1. Name of Notary Public
2. Name of person(s) who hold note
3. Year

Justice of the Peace – Proceedings Dockets – Civil cases (2) F. Dutot
Needed to search – 1. Name of Plaintiff and/or Defendant
2. Month and Year

Justice of the Peace – Court Receipts – Walter Dutot - 1891 – 1899
Miscellaneaous
Needed to search – 1. Name
2. fee for ?

Type of Search – Common Pleas (miscellaneous cases) from 4/1835 – 9/1841
RESTRICTED
Needed for Search – 1. Name(s) of person(s)
2. Type of Case
3. Year

Type of Search – Misc. Common Pleas Dockets – 1869 – 1958
Needed for Search – 1. Name(s)
*RESTRICTED 2. Year(s)
3. Term (month)

Type of Search – Combined Court Minutes -1836 – 1871
*RESTRICTED Needed for Search – 1.Name(s)
2.Year(s)
3.Term (month)

Archives Search Guide
Prothonotary Records

Type of Search – Miscellaneous Dockets from – 1871 – 1959

Veterinary Register from 1889 – 1916

Needed for Search – 1) Veterinarian's name
2) Year

Type of Search – Medical Register from 1881 – 1933

Needed for Search – 1) Doctor's name
2) Year

Type of Search – Prescription Book of Dr. G. Shaffer from 1871 – 1887

Needed to Search – 1) Patients name 2) Year
NOTE: Also lists person's race

Type of Search – Stallion Register from 1894 – 1934

Needed for Search -1) Name of Owner
2) Name of Horse
3) Year

Type of Search – Registry of Automobiles from 1904 – 1905

Needed for Search – 1) Name of Owner
2) Year

Type of Search – License to Practice Optometry from 1918 – 1959

Needed for Search – 1) Doctor's name
2) Year

Type of Search - Dental Register from 1883 – 1893
Neede for Search 1) Doctor's name 2) Year

Archives Search Guide
Prothonotary Records

Type of Search – Execution Indexes from 1837 – 1939 (incomplete)
Records from 1836 – 1897 (incomplete)
NOTE: See also Sheriff's records

Needed for Search – 1) Plaintiff and Defendant
2) Year

Type of Search – Mechanics Liens from 1843 – 1964

Needed for Search : 1) Name(s) of person(s) who wants house built
2) Contractor's name
3) Year

Type of Search – Divorce Index from 1844 – June 1949

Needed for Search – 1) Who filed for divorce
2) Year when divorce was granted

Type of Search – Lunacy or Habitual Drunkard, Injuction & Divorce Index from: 1877 - 1924
RESTRICTED

Needed for Search – 1) Name(s)
2) Year

Type of Search – Coroner's Records from 1837 – 1987

NOTE: Any requests for Coroner's records will be referred to the Coroner's Office

Archives Search Guide
Register of Wills/Recorder of Deeds Records

Type of Search – Inventories from- 1867 – 7/1946

Needed for Search – 1) Name of deceased
2) Name of Administrator(s) or Executor(s)
3) Year

Type of Search – Administrator Bonds from 1879 – 1971

Needed to Search – 1) Name of deceased
2) Name of Administrator(s)
3) Year

Type of Search – Vendue Lists from 3/1867 – 6/1943

Needed for Search – 1) Name of deceased
2) Year

Type of Search – Bond Books from -5/1855-12/1961

Needed for Search – 1) Name
2) Year

Type of Search – Index to Mortgage Books from 1837 – 1946

Needed for Search – 1) Name of Grantee/Grantor
2)Year

Type of Search – Register of Death Book from – 1852 – 1854
(Four deaths listed)

Needed for Search – 1) Name of deceased
2) Year

Archives Search Guide
Register of Wills/Recorder of Deeds

Type of Search – Deeds	Deed books from 1836 – 1926 are located in the Archives (not complete) Deed books from 1926 to the present are located in the Recorder of Deeds Office Needed for Search – 1) Name(s) owner/seller 2) Location 3) Year
*RESTRICTED	Deeds are also located in Miscellaneous Books A thru H 1836 – 6/1924 (also on microfilm)

Archives Search Guide
Register & Recorder

Type of Search – Plot Books – from: 1970 – 1984
Surveyors maps of developments
in townships and boroughs

Needed for Search – 1) Name of development
2)Year
3) Location

Type of Search – Road Condemnation and Abandonments

Needed to Search – 1) Name of Road
2) Year
3) Location

Type of Search – Miscellaneous Books from: 1836 – 1921
RESTRICTED Contains a mix of Deeds transferred, Bonds,
Mortgages,Agreements, Power of Attorney,
Petitons for Incorporations etc....

Needed to Search – 1) Name(s)
2) Type of record
3) Year

Type of Search – 1) Miscellaneous Book "A" from: 1836 – 1847
RESTRICTED Contains some of the First Public Officals
Oaths and Signatures, plus a mix of cases

Oath of Officals Book from: 1836 – 1873

Archives Search Guide
Sheriff's Records

Type of Search – Writs of Execution – from: 1852 – 1972
NOTE: See also Prothonotary records
Needed to Search:

1) Name(s)
2) Year

Type of Search – Sheriff's Receipts (Judgments) from: 1866 – 1967

Needed to Search:

1) Name(s)
2) Year

Type of Search – Jail Logs from: 1968 – 1977
Contains, Shift changes(by guards) security checks
which prisoner was given medication,
prisoner(s) back from court hearing etc…

Needed to Search – 1) Year, Day & Time
2) Subject

Type of Search – Prison Records – from: 1911 – 2/1961

Needed to Search – 1) Name of Prisoner
2) Year

Archives Search Guide
Veteran's Records

Index cards of Deceased Soldiers
A thru Z
Civil, W.W.I & W.W.II

*Bates History of the Pennsylvania
Volunteers Volumes 2 & 4

*Complete set located in the Veteran's
Affairs Office.

Map of Chancellorsville VA Battle 1863
(from Bates book)

Map of Gettysburg Battlefield
(from Bates book)

Burial of Deceased Soldiers – Book
Civil War
1861 – 1865
Contains : Application for Burial
of Deceased Soldiers
*Note – pages 21 & 22 are after page 24.

Archives Search Guide
Voter Registration Records

Election Records from: 1839 – 1979
NOTE: Records not complete

Type of Search – Election Dockets from: 1839 – 11/1936
NOTE: Entries mixed election related

Needed for Search – 1) Name of person who ran for what office
2) Township or Borough
3) Year

Type of Search – Election Returns from: 1840 – 1928
NOTE: In file boxes, mixed election related

Needed for Search – 1) Name of person who ran for what office
2) Township or Borough
3) Year

Type of Search – General Certificate of Election Results and Offical Computation Books from: 1927 – 1979

Needed for Search – 1) Name of person who ran for what office
2) Year

Archives Two
Prothonotary & Coroner
Records

Civil Cases – 12/1861 – 12/1939

Needed for Search 1. Name(s)
2. Term(Month)
3. Case number
4. Year

Miscellaneous Common Pleas Index Books
Needed for Search 1. Name(s)
2.Year
Transcripts at the Justice of the Peace level – 1931 - 1948

Miscellaneous Common Pleas Files A – Z 1836 – 1960 (3 boxes)
Needed for Search 1. Name(s)
2. Year

Auditor's report on Distribution & Misc. Common Pleas
1844 – 1933
Needed for Search 1. Name(s)
Type of Expenditure

Misc. Common Pleas & Quarter Sessions
1853 – 1933
Also, contains Incorporations for area Churches & Stroudsburg Cemetery
Needed for Search 1. Name(s)
2. Year
3.type of Case

Common Pleas 1972 – 1978 #239 - #2137
Needed of Search, Same as Above

County Judgments of Taxes – 1886 – 1887
Needed for Search 1. Name(s) 2. Year #. Borough or Township

* Coroner's Records – 1837 - 1979

- *Anyone who wants to see a record will be referred to the Coroner's Office.

Conditional Sales Agreements - # 1- # 4895
Needed for Search 1. Person(s) 2. Name of Co. 3. Year