
How to Use the Ontario Land Records Index ca. 1780-ca. 1920

205 Research
Guide

Most Recent Update: January 2008

What is the Ontario Land Records Index?

An index on microfiche that provides access to Crown Land records and some land-related material found in the Canada Company and Peter Robinson fonds. The index lists settlers who:

- requested Crown Land on which to homestead
- were granted permission to lease or reside on a specific Crown Land lot while completing their settlement duties
- received the Patent awarding private ownership of a specific Crown Land lot
- leased or purchased land from the Canada Company or were Peter Robinson settlers.

How is the Index organized?

One version of the index is arranged alphabetically by settler's surname, while another version is arranged alphabetically by township.

Where can I find a copy of the Index?

The index is available in the Main Reading Room of the Archives of Ontario in microfiche binders. Your local library or research institution also may have a microfiche copy of the index.

What do I need to know to use the Index?

- Search every possible surname spelling, including phonetic and typographic errors.
- Copy the ENTIRE citation as one entry may lead to several different groups of records.
- Due to the fragility of the original records, this material is only accessible on microfilm.

If I find an entry for a particular settler in the Index, does that mean that the settler gained title to the property?

Being granted the right to settle on Crown Land did not automatically result in private ownership of the property. To see whether a settler eventually acquired ownership of the land, begin by checking the Index to Land Patents in Series **RG 53-56** (formerly RG 8-I-3-B-40), arranged by surname, 1826-1967.

Other sources you may wish to check are: the Index to Land Patents in **Series RG 53-55**, arranged by township, 1793-1852, and the Abstract Indexes to Deeds (arranged by township) catalogued in the Genealogical Reference Centre (Main Reading Room).

If I find the entry I'm looking for, what do I do next?

Write down the information found in the entry. See the Sample Entries on the next page for an explanation of the contents of the entry. If you would like to see a microfilm copy of the original records referred to in the index, note the Archival Reference numbers, and turn to Part 2 of the microfiche binders to determine the microfilm reel number.

Sample Entries

Sample 1:

NAME OF LOCATEE	TOWNSHIP	LOT	CONC.	DATE ID.	ISSUE DATE	TRANS TYPE	TYPE FG	TYPE OF LEASE/SALE	ARCHIVAL REF RG Ser Vol PG
BLUE DOUGLAS RESIDENCE YORK (T)	MADOC	N1/2 12	5	1 3	18200304 18351225	FG	M		01 C13 123 045

Translation:

Douglas Blue, a resident of the **Town of York** (indicated by the **T**) at the time of his application, was granted the opportunity to settle in **Madoc Township** on the **north half of lot 12** in the **5th concession**. Permission was given by a **Free Grant ("FG")** because of his **Militia** service and was issued as a **Location Ticket** on **4 March 1820**. By **Christmas day 1835**, he had fulfilled his settlement duties. An Order-in-Council was issued, awarding the **Patent** that gave him private ownership of the property. This record appears in **Record Group 1** (Crown Land Records), **Series C-I-3** (Fiats and Warrants), **Vol. 123** (Register for Military Fiats), **Page 45**, which has been microfilmed on MS 693, Reel 138.

Sample 2:

NAME OF LOCATEE	TOWNSHIP	LOT	CONC.	DATE ID.	ISSUE DATE	TRANS TYPE	TYPE FG	TYPE OF LEASE/SALE	ARCHIVAL REF RG Ser Vol PG
JENNING P RESIDENCE	DEVLIN	15	6EHR	5	18770624			S	CC B3 29 578

Translation:

P. Jennings, whose residence is not listed in the records, bought the title from the **Canada Company ("CC")** for **lot 15** in the **6th concession East of the Huron Road ("EHR")** in **Devlin Township** by way of a **sale** on **24 June 1877**. This record appears in the **Canada Company Fonds (F 129)** in **Series B3** (Registers & Deed Books), **Vol. 29** (Register for the Huron Tract), **Page 578**, which has been microfilmed on MS 729, Reel 3. For information about the subsequent ownership of the property, see the Abstract Indexes to Deeds catalogued in the "Land, Municipal and Church Records Microfilm" section of the Main Reading Room card catalogue.

Ontario Land Records Index Codes: An Explanation

Date Identity Code (DATE ID)	
Code	Explanation
1	Location ticket -authorized a grantee to occupy a specific parcel of land.
2	Assignment -the locatee was not the first individual offered this parcel of land.
3	Patent -transfers ownership of a parcel of Crown land to a private individual or organization. To see whether an individual or organization acquired ownership of a parcel of land, check the Indexes to Land Patents in Series RG 53-55 (arranged by township, 1793-1852) and RG 53-56 (arranged by surname, 1826-1967). Copies of the patents must be obtained from the Ministry of Natural Resources, Lands and Natural Heritage Branch, Crown Land Registry, 300 Water Street, P.O. Box 7000, Peterborough, ON, K9J 8M5. Telephone (705) 755-2106. Fax (705) 755-2181.
4	Lease -involves the Canada Company, often converted into a Sale. Some leases were also issued by the Crown.
5	Sale -involves the Canada Company (check for a preceding Lease).
6	Contract –an agreement to purchase land from the Canada Company.
7	Deed -a document transferring ownership of private property between individuals or organizations (found here with Canada Company entries).
8	Order-In-Council -a command by the Crown's representatives in Canada ordering a specific action, e.g. awarding an individual the right to reside on Crown land.
Issue Date	
Listed by Year-Month-Day (eg. 18370515 = 1837 May 15th). "c" means circa or "about the year listed". "ND" means no date listed of land patent being issued.	

Transaction Type (TRANS TYPE)	
Code	Explanation
FG	Free Grant -awards grantee the right to occupy a parcel of Crown land. Does not transfer ownership but proves the person qualified for this privilege for the reason given under the Type Of Free Grant below. Check Upper Canada Land Petitions at the National Archives of Canada (Ottawa, Ontario) for additional documentation.
L	Lease –involves the Canada Company, often converted into a Sale. Some Crown Leases were also issued.
S	Sale –involves either the Canada Company, resulting in the issuing of a deed or the Crown, resulting in the issuing of a patent. For information on the subsequent ownership of the property, see the Abstract Indexes to Deeds catalogued in the "Land, Municipal and Church Records Microfilm" section of the Main Reading Room card catalogue.
A	Assignment -locatee was not the first grantee offered a specific parcel of land.

Type of Free Grant (TYPE FG)	
The qualifying regulations and administration fees charged to the settlers changed over time. After 1826, Free Grants were limited to United Empire Loyalist or Military/Militia claimants. All other immigrants and settlers had to purchase or pay the administrative fees to the Crown for their land.	
Code	Explanation
OR	Old Regulations -no administrative fees were demanded.
NR	New Regulations -no administrative fees were demanded.
FF	Full Fees - all administrative costs paid by locatee.
UE	United Empire Loyalist -a settler resident in Upper Canada before 28 July 1789
DUE	Daughter of a United Empire Loyalist -check for a related UE listing giving the parent(s).
SUE	Son of a United Empire Loyalist -check for a related UE listing giving the parent(s).
LB	Land Board -certificates issued in the original four Districts of Upper Canada 1789-1794.

COMM	Heir & Devisee Commissions - a federal (1797-1804) and provincial (1805-1911) board appointed to hear disputed claims for land titles.
M	Military/ Militia Service -especially for War of 1812-1814 service. The microfilmed fiat and warrant will give the petitioner's rank and regiment.
MC	Military Claimant -a disbanded or pensioned soldier of the British Army.
ME	Military Emigrant - Perth and Richmond Settlement locatees of Lanark County, originally administered by Quarter Master General's Dept. of British Army during 1815-1822.
SE	Scotch Emigrants -grants offered in 1815 to sons of Military Emigrants (ME).
PR	Peter Robinson Immigrant -settlers in Peterborough region 1823-1826.
AA	Gratuitous -grant to a settler who was (a) judged destitute by a Government Board and/or (b) had all their administrative fees waived.
1819	Regulations of 5 January 1819: No fees were to be collected until the grantees had performed their settlement duties, and only when the patent was issued.
1820	Regulations of 1 January 1820
1825	Regulations of 21 November 1825
V	Veteran -offered after 1901 for service during Fenian Raids (1860s) or South African Campaign (1899-1902).

Type of Lease/Sale	
Code	Explanation
CL	Clergy Reserve
CR	Crown Reserve
SCH	School Reserve
I	Indian Land

Archival Reference (ARCHIVAL REF)

To identify the microfilm reel which contains the original entry, consult the Ontario Land Records Index microfiche binders in the Main Reading Room.

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