



## Notes of assistance

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### **Introduction:**

*LexisNexis New Zealand Gazette Archive* comprises PDF (portable document format) copies of issues of the New Zealand Gazette and related publications from 1841. Each PDF is comprised of the number of pages in the issue. Each issue is located in either a “volume” or “year” directory. Scanned material has been sourced from a number of printed copies of the New Zealand Gazette.

## Sources of Gazette

*LexisNexis New Zealand Gazette Archive* includes the following material:

- ✍ New Zealand Gazette (including supplements, Customs, and trade Lists)
- ✍ New Ulster Gazette
- ✍ New Munster Gazette
- ✍ Auckland Provincial Gazette
- ✍ Hawkes Bay Provincial Gazette
- ✍ Taranaki Provincial Gazette
- ✍ New Plymouth Provincial Gazette
- ✍ Wellington Provincial Gazette
- ✍ Nelson Provincial Gazette
- ✍ Marlborough Provincial Gazette
- ✍ Canterbury Provincial Gazette
- ✍ Westland Provincial Gazette
- ✍ Otago Provincial Gazette
- ✍ Southland Provincial Gazette

Additional material such as records of Votes and Proceedings to Provincial Councils are also included where available.

## Cumulative Indexes

Where Gazette volumes included Cumulative Indexes to the content of the Volume, these indexes have been scanned along with volume issues (see notes on searching with regard to Volume Indexes).

## Condition and completeness

Although best endeavours have been applied, no guarantee is made that the LexisNexis New Zealand Gazette Archive represents a complete record of every Gazette page published. In some instances dislocation of page number sequence takes place in the printed volumes. Some volumes were sourced from the archives of Land Information New Zealand and contain marginal hand written annotations. These notations have been retained on the PDF copy as they may contain additional information. Due to variable condition of the original copy, imperfections may appear on some PDFs due to discolouration and deterioration of the original.

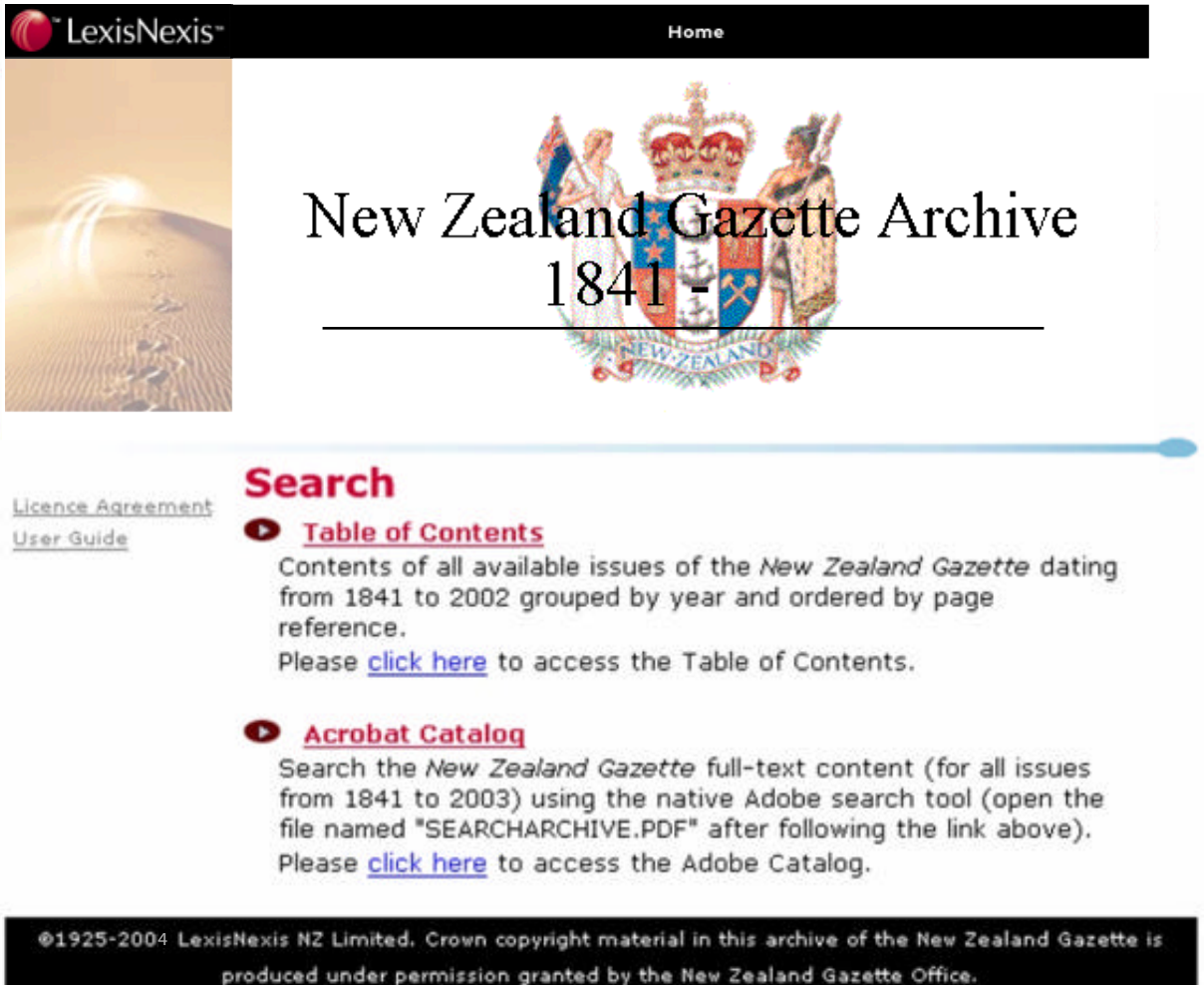
## Software and Access

The New Zealand Gazette is supplied by LexisNexis on a hard drive where each volume or year is stored in its own directory. As this publication is supplied in PDF format, each issue may be viewed through Adobe Acrobat software. An htm file is included on the hard drive. It is recommended that a desktop Icon is set up to provide prompt access to the Gazette. Because the initial file is in htm format, access to the Gazette may take place via internet browser.

## To start



- Open your internet browser and click on  (or click on the Gazette Icon on your desktop). The following screen will display:



LexisNexis<sup>®</sup> Home

# New Zealand Gazette Archive 1841 -

[Licence Agreement](#)  
[User Guide](#)


## Search

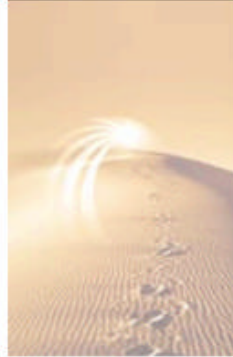
- Table of Contents**  
Contents of all available issues of the *New Zealand Gazette* dating from 1841 to 2002 grouped by year and ordered by page reference.  
Please [click here](#) to access the Table of Contents.
- Acrobat Catalog**  
Search the *New Zealand Gazette* full-text content (for all issues from 1841 to 2003) using the native Adobe search tool (open the file named "SEARCHARCHIVE.PDF" after following the link above).  
Please [click here](#) to access the Adobe Catalog.

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## To View a page:

Where the **year**, **page number** and/or **issue** are known (e.g. “published in the Gazette on the 21<sup>st</sup> day of August 1902 at page 1734”):

- Click on  **Table of Contents** option in the welcome screen. A table showing the available years of the Gazette will display.



# New Zealand Gazette Archive

## 1841 - 2002




<a href="#">1840</a>	<a href="#">1841</a>	<a href="#">1842</a>	<a href="#">1843</a>	<a href="#">1844</a>	<a href="#">1845</a>	<a href="#">1846</a>	<a href="#">1847</a>	<a href="#">1848</a>	<a href="#">1849</a>
<a href="#">1850</a>	<a href="#">1851</a>	<a href="#">1852</a>	<a href="#">1853</a>	<a href="#">1854</a>	<a href="#">1855</a>	<a href="#">1856</a>	<a href="#">1857</a>	<a href="#">1858</a>	<a href="#">1859</a>
<a href="#">1860</a>	<a href="#">1861</a>	<a href="#">1862</a>	<a href="#">1863</a>	<a href="#">1864</a>	<a href="#">1865</a>	<a href="#">1866</a>	<a href="#">1867</a>	<a href="#">1868</a>	<a href="#">1869</a>
<a href="#">1870</a>	<a href="#">1871</a>	<a href="#">1872</a>	<a href="#">1873</a>	<a href="#">1874</a>	<a href="#">1875</a>	<a href="#">1876</a>	<a href="#">1877</a>	<a href="#">1878</a>	<a href="#">1879</a>
<a href="#">1880</a>	<a href="#">1881</a>	<a href="#">1882</a>	<a href="#">1883</a>	<a href="#">1884</a>	<a href="#">1885</a>	<a href="#">1886</a>	<a href="#">1887</a>	<a href="#">1888</a>	<a href="#">1889</a>
<a href="#">1890</a>	<a href="#">1891</a>	<a href="#">1892</a>	<a href="#">1893</a>	<a href="#">1894</a>	<a href="#">1895</a>	<a href="#">1896</a>	<a href="#">1897</a>	<a href="#">1898</a>	<a href="#">1899</a>
<a href="#">1900</a>	<a href="#">1901</a>	<a href="#">1902</a>	<a href="#">1903</a>	<a href="#">1904</a>	<a href="#">1905</a>	<a href="#">1906</a>	<a href="#">1907</a>	<a href="#">1908</a>	<a href="#">1909</a>
<a href="#">1910</a>	<a href="#">1911</a>	<a href="#">1912</a>	<a href="#">1913</a>	<a href="#">1914</a>	<a href="#">1915</a>	<a href="#">1916</a>	<a href="#">1917</a>	<a href="#">1918</a>	<a href="#">1919</a>
<a href="#">1920</a>	<a href="#">1921</a>	<a href="#">1922</a>	<a href="#">1923</a>	<a href="#">1924</a>	<a href="#">1925</a>	<a href="#">1926</a>	<a href="#">1927</a>	<a href="#">1928</a>	<a href="#">1929</a>
<a href="#">1930</a>	<a href="#">1931</a>	<a href="#">1932</a>	<a href="#">1933</a>	<a href="#">1934</a>	<a href="#">1935</a>	<a href="#">1936</a>	<a href="#">1937</a>	<a href="#">1938</a>	<a href="#">1939</a>
<a href="#">1940</a>	<a href="#">1941</a>	<a href="#">1942</a>	<a href="#">1943</a>	<a href="#">1944</a>	<a href="#">1945</a>	<a href="#">1946</a>	<a href="#">1947</a>	<a href="#">1948</a>	<a href="#">1949</a>
<a href="#">1950</a>	<a href="#">1951</a>	<a href="#">1952</a>	<a href="#">1953</a>	<a href="#">1954</a>	<a href="#">1955</a>	<a href="#">1956</a>	<a href="#">1957</a>	<a href="#">1958</a>	<a href="#">1959</a>
<a href="#">1960</a>	<a href="#">1961</a>	<a href="#">1962</a>	<a href="#">1963</a>	<a href="#">1964</a>	<a href="#">1965</a>	<a href="#">1966</a>	<a href="#">1967</a>	<a href="#">1968</a>	<a href="#">1969</a>
<a href="#">1970</a>	<a href="#">1971</a>	<a href="#">1972</a>	<a href="#">1973</a>	<a href="#">1974</a>	<a href="#">1975</a>	<a href="#">1976</a>	<a href="#">1977</a>	<a href="#">1978</a>	<a href="#">1979</a>
<a href="#">1980</a>	<a href="#">1981</a>	<a href="#">1982</a>	<a href="#">1983</a>	<a href="#">1984</a>	<a href="#">1985</a>	<a href="#">1986</a>	<a href="#">1987</a>	<a href="#">1988</a>	<a href="#">1989</a>
<a href="#">1990</a>	<a href="#">1991</a>	<a href="#">1992</a>	<a href="#">1993</a>	<a href="#">1994</a>	<a href="#">1995</a>	<a href="#">1996</a>	<a href="#">1997</a>	<a href="#">1998</a>	<a href="#">1999</a>
<a href="#">2000</a>	<a href="#">2001</a>	<a href="#">2002</a>							

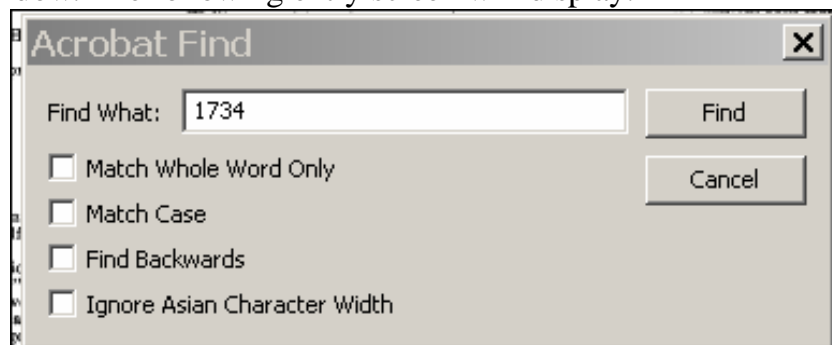
✎ **Click on** the required year of the gazette. (e.g. 1902) and a table will display as below. The table will show the issue number, issue date and the commencing page number for each issue.

<b>1902</b>		<a href="#">TOP</a>
Issue	Date	Page
<a href="#">Index (Vol. I)</a>		
<a href="#">60</a>	24 JULY	p. 1593
<a href="#">61</a>	31 JULY	p. 1603
<a href="#">62</a>	7 AUGUST	p. 1643
<a href="#">63</a>	7 AUGUST	p. 1671
<a href="#">64</a>	13 AUGUST	p. 1683
<a href="#">65</a>	14 AUGUST	p. 1701
<a href="#">66</a>	21 AUGUST	p. 1723
<a href="#">67</a>	21 AUGUST	p. 1763
<a href="#">68</a>	28 AUGUST	p. 1775
<a href="#">69</a>	28 AUGUST	p. 1815
<a href="#">70</a>	4 SEPTEMBER	p. 1855

☞ **Click on** the required issue. The first page of the selected issue will then display. (e.g.)



☞ **Click on** the “FIND”  tool located on the toolbar at the top of the window. The following entry screen will display.

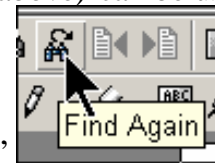


☞ **Enter** the required page number and click on the “Find” button. The required page will display. E.g.



## To “FIND” a reference in the displayed issue:

If a reference is required in a large issue, the “Find” tool (as above) can be used. Where



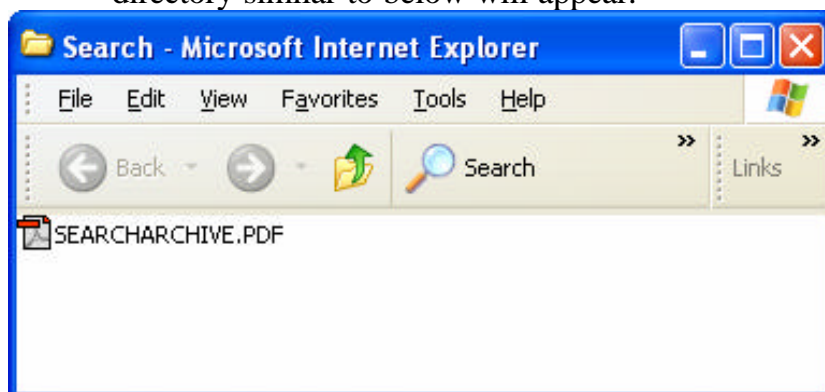
there are multiple references in an issue use the “Find Again” tool to skip to each reference.

## To “SEARCH” for a reference across the whole Gazette:

LexisNexis New Zealand Gazette Archive is supplied in PDF format with searchable text behind each issue. Cumulative volume indexes contained in printed volumes have been scanned along with Gazette issues for each volume. The result of a search may include discovery of the term in both the Cumulative Volume indexes and in the text of the issue.

Words or phrases may be searched across the whole publication. E.g. to find references to the phrase “*Industrial conciliation and arbitration act*”

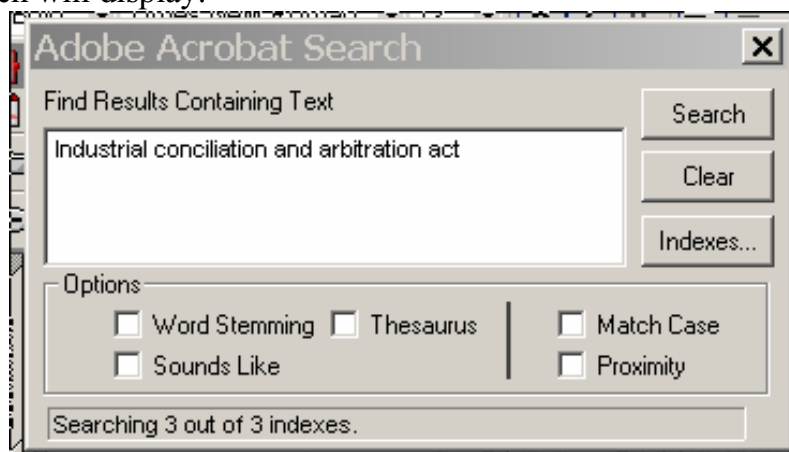
☞ Click on  **Acrobat Catalog** option in the welcome screen. A directory similar to below will appear.



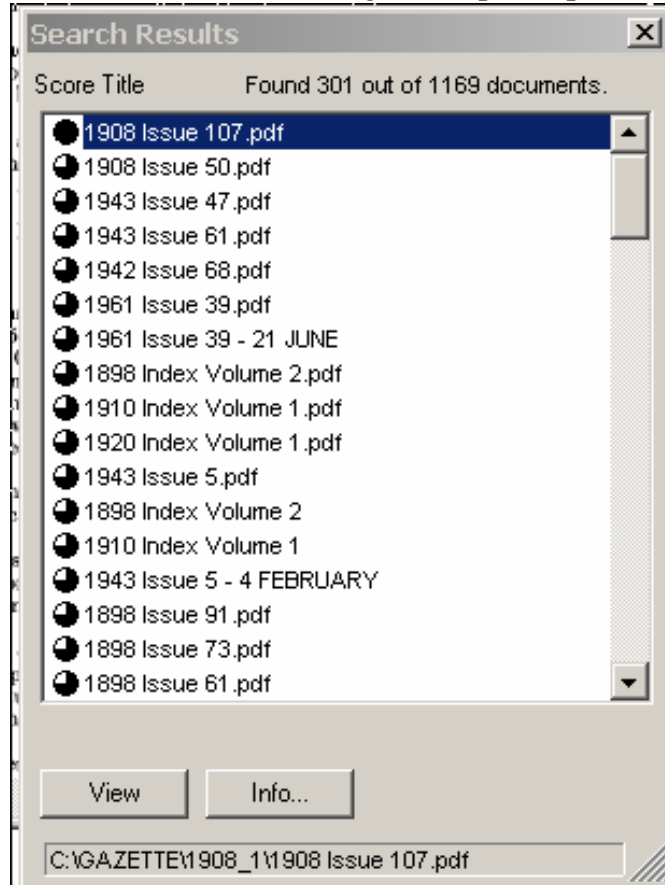
☞ **Double-Click on SEARCHARCHIVE.PDF** to provide access to a catalogue of the whole publication. The following screen will display:




Click on . The following Adobe Acrobat Search data entry screen will display.

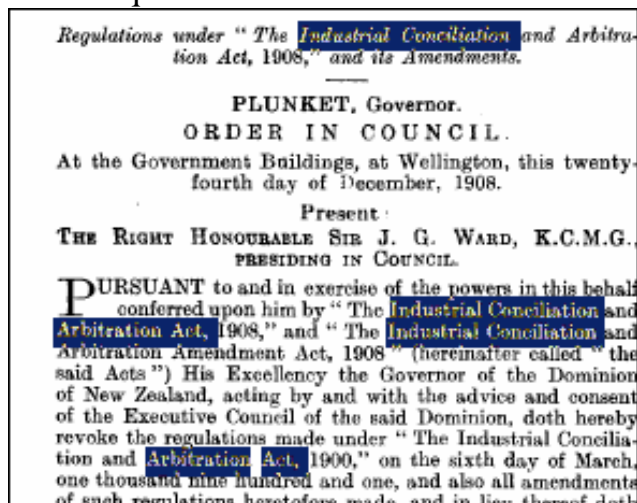


- ✎ Enter the required text and click the “Search” button. A “Search Results” list of issues of the Gazette containing the required phrase will appear.



- ✎ Search results are displayed in order of highest probability of occurrence to the searched term.  indicates the most frequent use of the term.

- ✎ Click on the required issue to view the text.



Each occurrence of the term searched is highlighted.

## Search operators

The Adobe Acrobat Search entry screen provides for the following search parameters:



- ✍ Word Stemming as in “fish” for “fishing”, “fisher”, “fishmonger”
- ✍ Sounds Like as in woolford for “woolford”, “woulford”, “Wilbert”
- ✍ Thesaurus as in payment for “consideration”, remuneration
- ✍ Match Case as in Act for legislative instruments
- ✍ Proximity as in “patent and Wilson” for patent lists for “Wilson” .  
The default for proximity is three gazette pages.

***Detailed help notes regarding search and Boolean operators are under Acrobat help under the title “searching catalog indexes”***

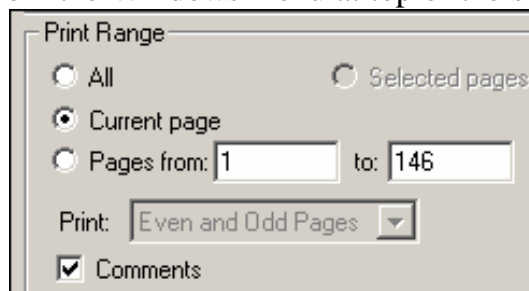
Examples of commonly used operators are:

- ✍ OR for "Whangaroa survey" or "Rangaunu survey"
- ✍ AND for "farm hand" and "farm labourer"
- ✍ AND NOT for farm and not labourer
- ✍ ? for Wom?n to find “women” and “women” and 19?? To find “1908”, “1933”, “1945”
- ✍ fav\*r to find “favor” and “favour”
- ✍ “” for phrase searches as in “disciplinary committee of the new zealand law society”

## Printing

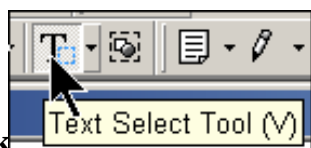
Any page or pages of the Gazette issue in view may be printed. To print the page being viewed:

- ✍ **Click** File-Print from the Windows menu at top of the screen.



- ✍ **Select**  Current page option.

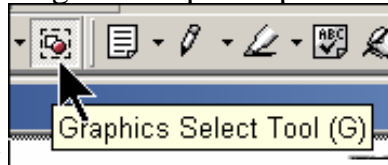
## Copy and Paste Text



- ✍ **Click** the Text Select Tool (T) icon.
- ✍ **Select** required text and copy to windows clipboard for pasting to your document.

## Copy and Paste Graphics

Where the “copy” option does not provide a desirable format, a graphics option may be used to collect together disparate pieces of information in one document.



- ✎ **Click**
- ✎ **Select** the required picture and copy to windows clipboard for pasting to your document.

## Updates to Gazette

Subscribers to updates to New Zealand Gazette will receive a standard email with PDF attachments for current copy of Gazette issues. Recipients will “save attachments as” to the appropriate directory on the hard drive.

**NOTE:** material received after supply of the hard drive will not be included in the catalogue for inclusion in Publication-wide search. Optional refresh copies of the catalogue will be available from LexisNexis so that interim material is captured for search. Please contact your sales consultant for further information.