

Research Guide

This guide provides information on how to research those who served in The Royal Logistic Corps and its forming corps, including the Royal Corps of Transport, the Royal Army Service Corps, the Royal Army Ordnance Corps, the Royal Pioneer Corps, the Army Catering Corps and the Postal and Courier Section of the Royal Engineers (post-1993).



Finding a service record and tracing a soldier

1760-1913

The Royal Hospital Chelsea: Soldiers Service Documents serves as one of the best resources for tracing a soldier pre-1913. The records usually give particulars of age, birthplace, service (including any decorations), information about physical description, previous occupation on enlistment and the reason given for discharge to pension. Documents after 1883 usually contain fuller particulars, such as next of kin and details of marriage and children.

The Royal Hospital Chelsea: Soldiers Service Documents archive does not generally contain the records of soldiers who died in service or who took an early discharge and never received a pension. These service records would not have survived because they were not required for pension purposes.

These records are held by the National Archives at Kew www.nationalarchives.gov.uk or online at www.findmypast.co.uk

First World War (pre-1920)

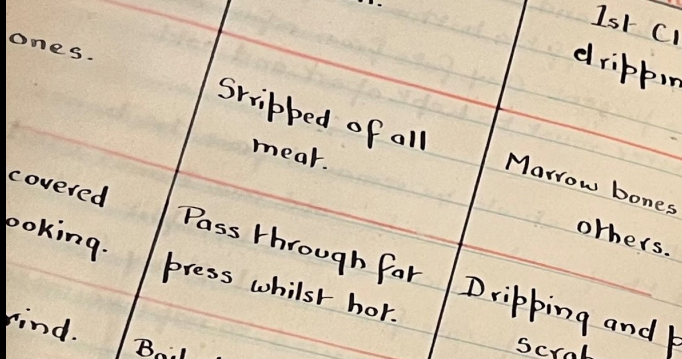
In order to trace a service record from the First World War, you must first determine whether or not it survives, as some 60% were damaged or destroyed during the Second World War. If it does, it will be kept at the National Archives in Kew www.nationalarchives.gov.uk. Alternatively, genealogical resources like Findmypast or Ancestry may be of use.

Second World War

Service records for the post-1920 period (including the Second World War) are still held by the Ministry of Defence at the Army Personnel Centre in Glasgow. Please visit this site for further details www.gov.uk/get-copy-military-service-records. Personal records are confidential. Only the ex-service person or, in the case of the deceased, the recognised Next of Kin, will be allowed access to the information.

Once you have the individual's service record and have been able to identify which company or unit they were attached to (often individuals changed or moved units) you can investigate the company or unit's war diary held by the National Archive.

It is important to note that the RLC Museum does not hold service records for any former or current soldiers. The archive team are therefore more likely to be able to report on a unit's activity or history, rather than the story of an individual soldier.



Useful Resources

The RLC Museum Online Archive

www.rlc-museum-collection.co.uk

This website provides access to digitised Corps journals, enlistment books, diaries and images.

The RLC Museum website

www.royallogisticcorps.co.uk/museum

Our website provides information about research enquiries, archives access policy and its charges. This website also details the process of how to make donations, volunteer for Museum roles and information about how to visit the Museum.

The Commonwealth War Graves
Commission

www.cwgc.org

For information about soldiers that died in conflict, including the CWGC Register (Roll of Honour).

The National Archives

www.nationalarchives.gov.uk

The National Archives holds records of Army Lists, British Army medal index cards (1914-1920, British Army muster rolls and pay lists c. 1730-1898, war diaries, census records, soldier pension records and service records before 1920.

The London Gazette

www.thegazette.co.uk

The London Gazette published gallantry awards throughout the World Wars and the archive can be searched online. Please note that in many cases, citations were not published.

Army Museums Ogilby Trust

www.armymuseums.org.uk

For details of all Regimental Museums in the UK, visit the Army Museums Ogilby Trust.

Army Medals Office

www.gov.uk/apply-medal-or-veterans-badge

Information about medal eligibility and veterans badges

The Long, Long Trail

www.longlongtrail.co.uk

A site about the soldiers, units, regiments and battles of the British Army of the First World War, and how to research and understand them.

Research Enquiries

All research must begin with an email or written letter addressed to:

Archive Department, The RLC Museum Worthy Down, Winchester. SO21 2RG.

Research@rlcmuseum.com

Submitting a research enquiry

When submitting an enquiry, please provide as much of the following information as possible:

- Your name and address, telephone number and email address.
- As much background information about your enquiry as possible. In particular be sure to tell us what you already know. Try and be specific about company, squadron or regimental titles and numbers, dates, and the names of people and places.
- If you have a copy of the service record or photographs, please include photocopies or scans.
- Please be clear about the questions that you are hoping to answer.

THE RLC Museum does not hold individual soldiers' service records.