These are the fields to create your legacy story. Required fields are marked with an (*).



Americans All®

PROGRAM OVERVIEW

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Create Legacy Story for an Individual

[A different template is provided for a Group story]

An asterisk (*) indicates a required field.

<u>Click here</u> for step-by-step instructions on how to create a legacy story for an individual. You may want to print these instructions for future reference.

Use this template to create your honoree's legacy story in English. Once it is published in the Heritage Honor Roll, use the link under "Actions" on your "Welcome Back" page to "Create a legacy story in an additional language."

By capturing the text in all fields—except "Middle Name" and (Maiden Name)—on this template, our "Search Engine" will make it easier for members to locate your honoree's story. For the listing in Americans All, please add a hyphen if the first or last name has more than one word (e.g., Mary-Ann, Billy-Bob, Smith-Benson). This will enable our "Search Engine" to add the hyphenated words as a single name.

To ensure the legacy stories published on our Heritage Honor Roll do not contain inappropriate language, all text is filtered through a secure, third-party Profanity App. If a word or phrase used in your story is on its "block" list, you will receive an error message at the top of the template when you click on the "Publish My Story" button. If that occurs, replace the word or phrase by using its first and last letters and put an "x" for each letter in between, such as "sxxt" or "fxxk you."

We can override the App's list of blocked words. If you believe the "blocked" word is appropriate, contact us by e-mail. Put the word "Profanity" in the subject line. In the body of the e-mail, identify the "blocked word or phrase" and include the sentence in which it is used. If our editorial board agrees that the word or phrase is appropriate, we will remove the word or phrase from the App's block list and notify you so you can insert the desired word or phrase in your story.

Note: Each time you change your honoree's legacy story, you must click on "Publish My Story" or "Save My Work."

Language

English v

Honoree Information*

Dates*

Legacy Story Text and Summary Text* [If you are not ready to complete your story, put the word "To come" in the text field to activate it.]

Print Version Headlines

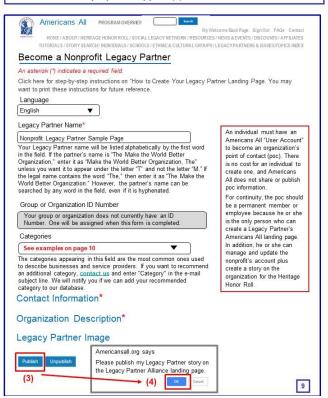
Photographs and Logos

Sponsor Information

Share Your Honoree's Story with Legacy Partners

Publish My Story or Save My Work* [Must be used]

When the form is completed, click on "Publish" (3) and a "Pop-up" will appear (4). Click on "OK".





Fill in the template and then select "Create My Business Membership* (7).

