



Family Legacies™ biography is a “Tribute to a life lived”, which includes photos and words that can be viewed at the cemetery or on our website at www.familylegacies.com. This unique biography can assist in the healing process and gives the family a central location to store family history. There is no additional charge for this service.

The Family Service Advisor meets with the family and presents the Family Legacy™ program. All families receive a packet to fill out and return along with pictures to be scanned by a Family Service Advisor. The packet is sent to the Family Legacies Administrator who is located at the Buchanan Group office for processing, where the legacy is created for the website. After updates are completed the family can be contacted to view the legacy.

Family Legacies™

Introduction

Family Legacies™ is a new and exciting technology that was designed exclusively for the many families that we serve.

Family Legacies™ will be a treasured pictorial tribute for your loved ones, which includes a tribute, photo scrapbook, family tree and property location.

The legacy you are about to create can be viewed at the cemetery or online at www.familylegacies.com. There are three steps involved in creating a legacy; general information, family information and photo scrapbook.

In Step One you will be asked to fill out general information such as your name, relationship to the deceased, phone and e-mail, family service advisor's name plus his or her phone and e-mail. For the first step in the Family Legacies process, you will be asked to provide information, provide one photo of your loved one, and write a short tribute (500 words or less) to that person.

In Step Two Family Legacies™ has a built-in Family Tree feature that provides genealogy information that will be appreciated by family and friends for years to come. You will be asked to fill out information about spouse's, marriage dates, parents, step-parents, siblings, children and great grandchildren.

The legacy also contains a photo scrapbook where up to 12 photos and/or any other item can be scanned would become a part of this personalized memorial. In "Step Three", photos or other items (e.g. Birth certificates, special keepsakes, and drawings) for the scrapbook are gathered. You can select any photo under Photo Scrapbook to view a larger photo and caption.

Property location is available by selecting Location Map.

A legacy is a living form of history. You can add or subtract information at anytime. You can also complete in stages or all at once.

Your Family Service Advisor is here to assist you in the completion of your Family Legacies™ Request. If you have any questions, please feel free to contact your Family Service Advisor.

Please proceed with providing to us the necessary information to create a meaningful, personalized memorial that will remain for generations to come.

Step One (continued)

Cemetery: _____

Property Location: _____

Funeral Home: _____

Profile Photo Included: YES NO

(I understand photo will be immediately copied and returned)

Photo Description: Please describe what you see (*e.g.* Man in blue suit standing by a lake)

Step Two

Family Information

Family Legacies™ has a built-in Family Tree feature that provides genealogy information that will be appreciated by family and friends for years to come. Please complete the following information to activate the Family Tree feature.

Spouse's Name: _____ Marriage Date: _____

Spouse's Name: _____ Marriage Date: _____

Children's Name:

_____	_____
_____	_____
_____	_____
_____	_____

Parent's Names: _____

Step - Parent's Names: _____

Brother's / Sister's Name(s):

_____	_____
_____	_____
_____	_____
_____	_____

Grandparent's Names: _____

Step Two (continued)

Grand-Children's Name:

Step Three

Photo Scrapbook

Family Legacies™ provides your family with a way to memorialize those special times, meaningful events, awards and relationships through a photo scrapbook.

Each Legacy may contain up to 12 scrapbook photos that you choose along with a brief description of each.

Instructions

1. **Pick a photo or image to be used** - This can be a birth certificate, baby picture, family picture, drawing or anything else you can imagine that can be copied on a copy machine.
2. **Describe the image** - Please explain what you see, not who. This is important to help us coordinate which photo goes into which page of your scrapbook. You can have up to 10 scrapbook pages.
3. **Explain the image** - Write a brief explanation as to the significance of the photo your have selected. This can be an account of what is taking place in the photo, a time frame of when it was taken, or just how it has special meaning to you

Example:



Scanned Photo #1

Description: Man and Woman leaning against car

Caption: This is one of my favorite photos of my Mom and Dad before they were married.

Step Three (continued)

12 Scanned Photos

Photo #1

Description: _____

Caption: _____

Photo #2

Description: _____

Caption: _____

Photo #3

Description: _____

Caption: _____

Photo #4

Description: _____

Caption: _____

Step Three (continued)

Photo #5

Description: _____

Caption: _____

Photo #6

Description: _____

Caption: _____

Photo #7

Description: _____

Caption: _____

Photo #8

Description: _____

Caption: _____

Step Three (continued)

Photo #9

Description: _____

Caption: _____

Photo #10

Description: _____

Caption: _____

Photo #11

Description: _____

Caption: _____

Photo #12

Description: _____

Caption: _____

Congratulations!

You have successfully completed a request form to place your Loved One in Family Legacies™.

Please be sure to do these three things:

1. Collect all of the photos and items you have chosen for the legacy and safely put them in an envelope.
2. Call your Family Service Advisor to make an appointment to have your Family Legacies™ Request completed.
3. Bring the envelope with all of your scrapbook pictures, and the Family Legacies™ Request form you just completed to your appointment.

If you have questions be sure to call your Family Services Advisor.

Please submit your written comments to:

Karen Becvar,
Family Legacy Administrator
600 E. Ohio St., Indianapolis, IN 46202

or e-mail to kbecvar@bcuhanangroup.org.

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Signature: _____

Print or Type Name: _____

*A Place to
Celebrate a
Life Lived*