

# YourMemoryLane.com

## Information list Instructions and Off-Line Worksheet. 04-11

This form only applies to our 3, 5 and 8 building streets. If you are purchasing a 1st Anniversary special or one of our Signs prints go directly to the appropriate page, they each have their own information form and instructions to follow.

**1. The information list that follows is a copy of what you must complete in the customer portal. Please review, it is important for several reasons.**

- It will help you decide which street format (3, 5 or 8 building) is appropriate for you and your occasion.
- It will allow you to organize, make notes and prepare a rough draft before you finalize your information in the customer portal (top right corner of our Home page).

**2. When you are comfortable... Sign-up and enter the customer portal. You will have free 24/7 access. Once in the customer portal you will do the following.**

- Select the appropriate building street for your occasion.
- Prepare and submit your finalized information list.
- Place your order (tell us the date you need your gift).
- Look at your review proof (You will be notified by email when it is ready).
- Make any necessary corrections or revisions. (the above steps are repeated if necessary)
- Approve your art print, provide shipping, framing and make payment.

**Need some inspiration? Want some ideas to get you started?  
Review and download our list of example questions and  
answers... see the product information tabs on the home page:  
[Example questions and answers](#)**

**Some important information before you begin.**

- We create every street from left to right... prepare your list in chronological order if you would like to see it that way.
- Keep in mind... you will be re-entering this information in the portal. We cannot accept this form via mail or fax.

- Remember, each memory counts as a single event. Exception... However, we do allow you to group as many as four names or words or words into one event. Example: We traveled to Germany, France, Austria and Holland. Example: We have four children, Joe, Mary, Karla and Susan.

Okay, start here... List your moments and memories and make notes. Have fun and get comfortable with everything. Before you know it you'll be presenting one of the most unique and interesting gift on the planet.

1.

2.

3.

4.

5.

6.

7.

9.

10.

11.

12.

13.

14.

15.

**Warning: You are reaching the maximum limit of moments and memories for a (3) three building street.**

16.

17.

18.

**STOP: Three-building street customers have reached their limit. (5) Five building customers can proceed to 28.**

19.

20.

21.

22.

23.

24.

**Warning: You are reaching the maximum limit of moments and memories for a (5) five building street.**

25.

26.

27.

28.

**STOP: five-building street customers have reached their limit. (8) Eight-building customers can proceed to 40.**

29.

30.

31.

32.

33.

**34.**

**35.**

**36.**

**Warning: You are reaching the maximum limit of moments and memories for a (8) Eight building street**

**37.**

**38.**

**39.**

**40.**

**\*any information beyond here is probably going to require a little more customization... call for info.**

**Okay, now it's just a matter of a few street signs, vehicles, sky items, and a dedication line.**

**Street Signs:** Tell us the street signs you would like displayed from left to right on your art print. They do not have to be actual street names. We'll display any name you want, such as Lover's Lane, Easy Street, or Lucky Drive. Use your imagination! Each street sign should be 20 characters or fewer, including spaces.

**1.**

2.

3.

**Stop here if your project is a three building street. (5) Five and Eight building streets can have up to two more street signs if needed.**

4.

5.

**Vehicles:** Tell us the type of vehicles you would like displayed, from left to right, on your art print. Your list can include all types of cars, trucks, vans, boats, golf carts, snowmobiles, police cars, fire trucks, ambulances, wreckers, horses, bicycles, and so on. You might want to include the limo or carriage you took on your wedding day. Please provide details such as the number of doors, model, year, and colors. If you want a particular logo on your vehicle, let us know.

1.

2.

3.

**Stop: Three vehicles is the limit for a (3) three building street. Add up to two more if you are getting a five building street.**

4.

5.

**Stop: Five vehicles is the limit for a (5) Five building street. You can add one more if you are getting an eight building street.**

6.

**Sky Information:** Give us the names of as many as six family members, friends, or pets who have passed away. Identify their relationship to you and your partner or to the recipient of your gift. You may also use this area for a couple of short phrases, quotes or song titles (wedding song).

**1.**

**2.**

**3.**

**4.**

**5.**

**6.**

**Personalization line of type:** This is the text that runs along the bottom of your street. For example, "Bob and Carolyn, Congratulations on Your 50th Anniversary!" Your personalized text should be 100 characters or fewer, including spaces.

**1.**

**You're finished! Call Bob McLean wth any questions or comments, 1-866-795-5001**

**Whenever you are ready, proceed to the customer portal (top right corner of our Home page).**

**[www.YourMemoryLane.com](http://www.YourMemoryLane.com)**

---

# YourMemoryLane.com

## Example Moment and Memory Questions & Answers Q&A 4-10

Need some help or inspiration? Take a look at the following questions in both categories. Even though some questions may not apply to your particular occasion, they can often lead you to ones that will. We have also supplied, in some cases multiple answers (in red) so that you can get a good feel for the detail that we need.

**1. Tell us where and how did you meet, provide important detail?**

EXAMPLES:

- a) Playing billiards, a pool hall through mutual friends.
- b) We met on September 25, 1998, at a restaurant called "Cafe TuTu Tango".

**2. Tell us about your first date. What did you do? Think of names, places, situations etc**

EXAMPLES:

- a) Went to a movie- final destination three.
- b) Our First Date was at a Restaurant called "Sushi Siam" on Miami Beach.
- c) We saw the movie "Stakeout" on our first date.

**3. Where did you have your first kiss?**

EXAMPLE: Our first kiss was at The Delano Hotel in Miami Beach - The Delano Hotel is very special to us.

**4. Tell us about the actual proposal. Was it interesting enough to be remembered and symbolized?**

EXAMPLES:

- a) Mike Proposed to me at the Finish Line of the Chicago Marathon on October 4, 1999.
- b) We got engaged on the beach after eating at a restaurant named "Salt Rock Grill".

**5. Give us the details of your wedding or reception. Name the church, temple or appropriate place, and the date.**

EXAMPLES:

- a) Our reception was at the Tampa airport Marriott.
- b) Hillcrest Country Club with fire around sign (reception location burnt down a week before wedding with several hundred people coming. My dad found alternate site, booked it, and called everyone before telling my mom).

6. **Anything about the honeymoon that we should know about-where, when etc.**  
EXAMPLES: a) Naples, Florida. b) We honeymooned in Italy (all over Italy).
7. **What was the single most memorable moment of your first year of dating or marriage?**  
EXAMPLE: New Year's Eve at Hard Rock Cafe in Faneuil Hall Boston, Joshua Tree Band.
8. **Give us the names and ages of any family members you want displayed. We usually draw kid faces with birthdates for youngsters and use just names for grown-ups.**  
EXAMPLE: We have two children: John (5 years old, with straight, blonde hair) and Giovanna (3 1/2 years old with shoulder-length curly, light brown hair) - They are our world.
9. **Tell us any funny or interesting stories or situations that we can symbolize.**  
EXAMPLES:
  - a) One night he rented a 12 passenger white 2006 Chrysler 300 limo.
  - b) We saw a shooting star on the night we had our first kiss at the Delano - if you could put a shooting star over the Delano memory, that would be great.
  - c) We were on the Moury Povich show (twice).
10. **Describe any pets that you want represented... the names of deceased people and pets should be noted in the "Sky" information later on.**  
EXAMPLE: We have one dog - Tonka, a big yellow lab; and we have two cats, Thelma (a mostly brown with a little beige long-haired cat) and Louise (same colors as Thelma but short hair).
11. **When and where did you take your most memorable vacation together, and what did you do?**  
EXAMPLES:
  - a) We had a memorable trip traveling the Old Lincoln Highway on Route 30 from Philadelphia to San Francisco in a 2002 dark blue Chrysler Sebring convertible.
  - b) One of our favorite vacation spots is Myrtle Beach, SC.
  - c) We frequently vacation with our families to Gatlinburg, TN.
  - d) Vacation in Panama City Beach Florida.
12. **What are some things you have enjoyed as a family?**  
EXAMPLES:
  - a) We drink a lot of Starbucks coffee.
  - b) We enjoy taking our kids to Walt Disney World in Florida.
  - c) We still enjoy the one remaining drive-in theatre (The Fairmont).
13. **What is your recipient's favorite sport or activity?**  
EXAMPLES:
  - a) We are die-hard UNC Tarheel fans. b) We take nature walks and feed the ducks.
  - c) White water rafting in Nantahala, North Carolina. d) Gambling in Biloxi, MS.

**14. What is your recipient's favorite hobby?**

EXAMPLES:

- a) Shopping for antiques.    b) Golf.
- c) He flies gas powered model airplanes (RC).    d) He collects and sells "vinyl" records.

**15. Where is their special hangout spot? Please provide a logo or web address, if you can.**

EXAMPLES: a) Coney Island.    b) Red Lobster is one of their favorite restaurants.

**16. Where do they or you work?**

EXAMPLES:

- a) University of Scranton (students).
- b) Jeff is a high school math teacher; Kelli is a guidance counselor; both work in the same school district - North Hunterdon High School.

**17. Anything about high school or college you'd like to have displayed?**

EXAMPLES:

- a) I went to Princeton University, and we have gone to reunions there a couple of times, so a Princeton image would also be good.
- b) My husband is a Florida State Seminole, so i would like a Seminole head image in there somewhere.

**18. What are the names of any teams that they root for?**

EXAMPLE: The Tampa Bay Buccaneers & the Tampa Rays. 2. They are avid Yankee Fans.

**19. Who are some of their favorite friends and family members? Please provide up to, but no more than, six names, exactly as you want them displayed. Also include any children's names here.**

EXAMPLES:

- a) Roy & Bessie Whitaker (Diane's parents).    b) Cameron, Devin, Olivia, Daniel, Mia.

**20. Tell us about any special vacations or trips that should be noted on the print.**

EXAMPLES:

- a) Las Vegas, Nevada-2008 // We have had many visits to Sea World.
- b) Hitch hiked across France...only phrase they knew was "Ou est la poste?".

**21. What is your wedding song or just a favorite song.**

EXAMPLES:

- a) Someone to die for by: Jimmy Gnecco.
- b) Our favorite song is "Shining Star" by the Manhattans.

**22. Pet names or something you often say to each other?**

EXAMPLES:

- a) It's actually not something we say, but we make the "hang ten" symbol shaking our wrist with our pinky and thumb out to say "I love you".
- b) Where are we going tonight? c) What's up? d) Been there, done that!

## **Corporate retirement questionnaire examples**

These example questions were authored by one of our repeat customers (X Company) that presents a personalized Memory Lane print to retiring employees. These questions are passed around to co-workers and are very helpful to compile the information that we need. This form is not meant to be filled out by the retiree. Family members are a great source of information as well as other long term employees who have worked with the retiree.

### **Work experience**

Retiree name:

Retirement date:

Write a paragraph that describes the retiree.

What was their very first job? (delivering papers, mowing grass, selling lemonade etc.)

What was their hire date?

What was their starting position ?

What was their starting supervisor's name ?

Any favorite supervisors?

Departments (in general) where the retiree has worked over the years.

Any particular brands that the retiree has worked with/for?

Any special, funny or interesting stories that should be represented?

Any special accomplishments in their career?

### **Personal information**

College alma mater

Any significant vehicles- car, truck, boat, golf cart, motorcycle? (include model, make , color etc.)

Any hobbies, sports teams, special interests that should be noted?

Plans after retirement (special trip, new venture, etc.)

Favorite gathering places, lunch or after work hang outs.

Spouse's name if applicable.

Nick names, favorite sayings or quotes?

Names of children / grandchildren .

Favorite vacation or weekend destinations.

**I hope this was some help, if you have anything we missed or any constructive comments... i'd enjoy hearing from you. Bob McLean 866-795-5001 or e-mail [bob@yourmemorylane.com](mailto:bob@yourmemorylane.com).**