PHOTO SUBMISSION FORM	Γ	STAFF USE
PLEASE PRINT CLEARLY		
Central Virginia Memories		
WHO IS PICTURED?  Tell us who is pictured, preferably from left to right in the frame.  Remember, the reader will not know your family tree, so please use full names.		
<b>DATE THE PHOTO WAS TAKEN?</b> Exact date is preferred. Otherwise, an approximate date or year will work (please use "circa" if approximate).	YOUR INFORMATION  Just in case we need to reach you to clarify any details. If you are submitting multiple photos, feel free to fill this section out once (first photo).	
LOCATION?  If full address is known, please provide. Otherwise, please provide neighborhood, city, county and/or state.	FIRST NAME	
	LAST NAME	
	PHONE NUMBER	
WHAT'S THE OCCASION?  Describe what is taking place in the photo. Is this the county fair, a grand opening of a bank, etc?	EMAIL ADDRESS	

## **CREDIT LINE**

How should the photo be credited in the book (individual name or organization name)?

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SIGNATURE DATE