



“. . . and departing leave behind us, footprints in the sands of time.”

The Palm of Life by: Henry Wadsworth Longfellow

You and your family are important to the Cherokee County Heritage Book Committee.

We cordially invite you to participate in the publication of our county heritage book.

I. Who is eligible to participate?

- A. Present residents of Cherokee County.
B. Former residents of Cherokee County.
C. Those with roots in Cherokee County.

II. How do I submit my article for the book, and what is the cost?

- A. Each household may submit three double-spaced typed pages of family history and one photo.
B. These amounts will be published at no charge.
C. Additional words are 10¢: (a, and, it, for, by, etc.) count as a word.
D. Abbreviations of four or fewer characters count as one word.
E. Extra photos are \$10.00 each. Double-wide or double-deep photos are an additional \$10.00 each.
F. If your ancestors were in Cherokee County by 1850, an additional pioneer article of three double-spaced typed pages and one photograph may be submitted.

III. What will I write?

- A. About your ancestors.
1. Why and when they came to Cherokee County.
2. Birth, marriage and death dates.
B. Yourself and your family.
1. Childhood, school days, and other events.
2. Jobs, residences, hobbies and past-times.

IV. Instructions for preparing article.

- A. Article
1. Type article on plain paper; double-space; indent each paragraph.
2. Articles typed in ALL CAPS will not be accepted.
B. Include at end of article:

- 1. Word count.
2. Sources, if available.
3. Name, address, and phone number of story submitter.
4. Caption to appear with photograph (see paragraph V.C.).
5. Index: Please list first, middle or maiden names (all names you would like in the index). Type on a separate sheet of paper and staple to your family story.

V. Photograph directions.

Note: Do not submit original irreplaceable photos! We make every effort to return them, but cannot be responsible for loss/damage!

- A. Types and size.
1. Glossy photos are best! Black and white are preferred, but we accept 35mm color and studio quality prints. We will accept .jpg or .tif photos on a separate floppy or CD. Please do not send one floppy or CD with multiple photos for multiple articles! Separate CDs or floppies for each article! Please also send a glossy print of the photo.
2. The following are not acceptable: Laser scans, Xerox® copies, negatives or faded Polaroids.
3. Any size up to 8"x10" (3"x5" preferred).
4. All photos will be reduced to one column - 2½" wide x 1¼" high, with standard cropping as a bust shot. You must pay extra, as detailed in II.C., for larger sizes.
B. Identification.
1. Place a return address label with telephone number on the back or (not as desirable) print this information lightly

- with soft lead pencil on back of photo.
2. Include stamped, self-add. envelope.
C. Captions.
1. Limited to 10 words or less.
2. Type at end of article.

VI. Topical articles (to be used at book committee discretion).

- A. Histories of churches, clubs, and organizations.
1. Each allowed 250 words & one photo.
2. Additional words and/or photograph see Paragraph II.C.
B. Communities and major topics.
1. Each allowed 600 or 750 words and one photo. (Ask committee for info.)
2. Additional words and/or photograph see Paragraph II.C.
C. Military service biographical sketch.
1. Each allowed 100 words.
2. Additional words and/or photograph see Paragraph II.C.
D. Tribute, memorial, business history section honor pages.
1. The only pages which cost the submitter. Contact committee for details.

VII. Writing assistance.

- A. Contact committee members.
B. Attend our writing workshop.

VIII. Restrictions.

- A. Articles cannot harm or embarrass another individual.
B. No genealogical charts or tabular material can be used.

IX. Index.

Please list last, first, middle or (maiden) names (all names you would like in the index). Typed on a separate sheet of paper and staple to your story.

X. No email submissions. Sorry!

ORDER FORM

DEADLINE EXTENDED: MAY 15, 2005

PLEASE ENTER MY ORDER FOR:

Copy(ies) THE HERITAGE OF CHEROKEE COUNTY, NC, VOL. 3 @ \$64.20 picked up in Murphy, NC (includes 7% tax).

Copy(ies) THE HERITAGE OF CHEROKEE COUNTY, NC, VOL. 3 @ \$70.20 shipped to the address at right (includes \$6.00 postage & handling).

My story is over the FREE WORD limit. Enclosed is \$ for additional words @ 10¢ per word.

In addition to my free picture, I want photos printed for \$10.00 each.

\$ TOTAL AMOUNT ENCLOSED

Name

UPS Address

(NO P.O. BOXES, PLEASE)

City

State, Zip

SEND CHECK OR MONEY ORDER TO:

CHEROKEE COUNTY HISTORICAL MUSEUM, INC. 87 Peachtree Street Murphy, NC 28906

Enclose self-addressed, stamped envelope for the return of your photographs.