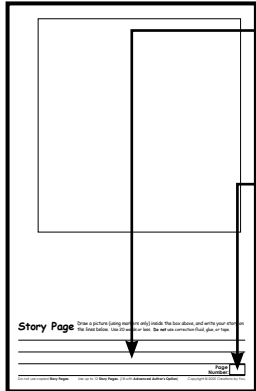


How to Make Your Book

Thank you for purchasing **IlluStory!** Select one of the two book design methods below:

Mail-In Production:

- 1 Write your story on the lines at the bottom of the **Story Pages** and fill in the information requested on the **Book Cover**. You may use up to 12 **Story Pages** (or 18 with the **Advanced Author's Option**) and write up to 20 words per page.



On the lines at the bottom of the pages, clearly write the words you want us to type using a ballpoint pen or pencil and in English only. For drawings, **do not** use correction fluid, crayons, pencils, colored pencils, paint, or any other art materials, as they may cause production difficulties. See reverse side for information about handwriting or typing stories yourself.

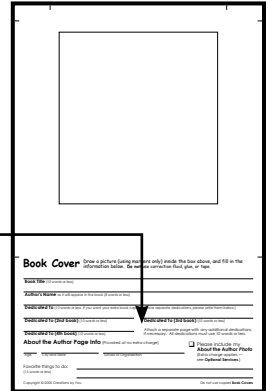
Fill in the page number on each **Story Page**.

Complete the **Book Cover**, including your Dedication and About the Author information.

See **Optional Services** (back) for information on **About the Author Photos**.

NOTE: Your original pages are bound into your original book (unless you select the **Archival Option**), so keep them clean and do not bend or fold them. Please **do not** cut, tape, or paste anything to your pages.

Use **20 words or less per page**, or use the Internet Production method below.



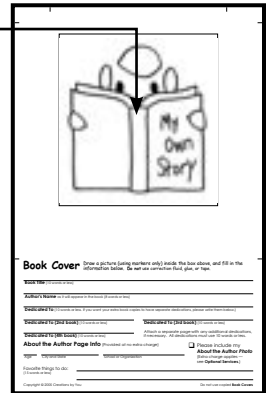
- 2 Draw your pictures inside the box on each page using the markers included, or any felt-tip markers (but do not use "permanent" markers).



Draw your pictures inside the boxes.

Any markers **except** permanent markers can be used to draw your pictures. For drawings, **do not** use correction fluid, crayons, pencils, colored pencils, paint, or any other art materials, as they may cause production difficulties. Do not use photocopied pages and **do not** cut, paste, or tape anything to the pages.

Extra **Story Pages** and an extra **Book Cover** have been provided for practice or mistakes. You can only create one story per kit purchased, either with standard mail-in production or our Internet Production (even if you have extra **Story Pages** left over). However, you can always order extra copies of your book. See "Optional Services" (back).



- 3 Answer all the questions on the **Order Form**. Return the **Order Form**, **Story Pages** and **Book Cover** in our postage-paid envelope.

Replacement materials and answers to frequently asked questions are offered at <http://www.creationsbyyou.com>.

Internet (Online) Production:

- 1 Visit our Internet Production site at <http://www.creationsbyyou.com/Storybook>

Follow the instructions provided online for making your book. Internet Production includes our powerful online drawing tools (including backgrounds and stickers) to create your story! Making your book online will allow you to include as many words on a page as will fit, as opposed to only 20 when using the kit materials. Additional **Story Pages** can also be added for an extra charge. Books over a minimum number of pages are automatically made as two-sided **Story Pages**. Check our website for more details.

Internet Production will shorten production time. High-speed Internet access is strongly recommended.

See Important Notes and Optional Services on reverse side

Important Notes and Optional Services

Important Notes

You can only create one story per kit purchased, either with standard Mail-in Production (even if you have extra **Story Pages** left over) or our Internet Production. However, you can always order extra copies of your book.

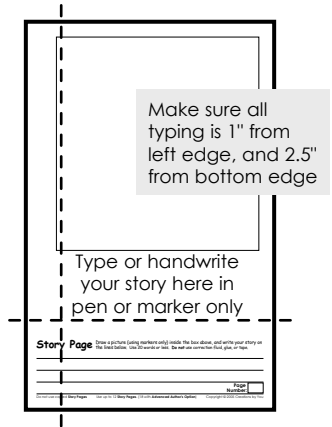
We reserve the right to refuse production of any book containing obscene or offensive material.

Normal Production and Shipping Time: Normal production time is about 3 weeks from when we receive your materials and is not guaranteed. Add 3 to 10 days for **uninsured 4th class U.S. Postal Service** shipping. Please allow an *additional week* for production during the holiday season and at the end of the school year. See "Optional Services" below for information on our *Trackable Ground and Rush Service*.

Short Books: If your story has 8 or fewer **Story Pages**, your book will include blank pages at the end to ensure proper binding.

For U.S. Customers Only: Our postage-paid envelope can only be used in the United States, and we can only return your book to an address within the United States.

Handwriting / More than 20 words per page: If you would like to complete a story that has more than 20 words per page, you may either make it using our Internet Production at <http://www.creationsbyyou.com>, or you may *handwrite* (in pen or marker only) or type the story on the **Story Pages** yourself. We will still typeset the **Cover, Title Page, Dedication** and **About the Author** page for you. Keep your typing or handwriting 2.5" above the bottom edge of the page (not on the lines), and 1" from the left edge (see illustration, right). Illustrate the typed pages *after* printing them to avoid possible damage to your printer. Only 12 **Story Pages** are allowed (18 with the Advanced Author's Option), even if you type or *handwrite* them (in pen or marker only) yourself. However, check our website at <http://www.creationsbyyou.com> – or with your local retailer – for information on **PhotoStory** or **PhotoStory Jr.**, which among other things, allow for up to 50 pages in a book and up to 100 typed words per page.



Spelling (Mail-In Production Only): We will do our best to correct spelling unless you check the appropriate box on the **Order Form**. Please make sure the writing is legible. Proper names will always be typed exactly as they are written.

Replacement Materials: Extra **Story Pages** and an extra **Book Cover** have been provided for practice or mistakes. If you need extras to replace lost or ruined pages, you can order them on our website at <http://www.creationsbyyou.com>.

Optional Services

Extra Books: Extra book copies make wonderful personalized gifts, especially for grandparents. In fact, each extra book can have a unique dedication (see **Book Cover**). You can purchase extra books on the **Order Form** enclosed, or wait to receive the **Reproductions Order Form** that is returned with your finished book. Copies on the **Reproductions Order Form** are priced slightly higher. Reproduced colors in your extra copies may vary somewhat from your originals.

Clear Plastic Book Jacket: Our book jackets are made from a clear, heavyweight vinyl and help keep your treasured keepsake in perfect condition.

Archival Book Option: By selecting this option, your finished book will be produced on archival quality paper, using a laser toner process that will never fade. This is the same process used to produce extra books, and therefore only pertains to your original book. **If this option is not selected, your original pages will be bound into your original book.** With the Archival Option we also keep your materials on file for up to one year, which allows you to order extra books anytime during this period using the **Reproductions Order Form** that is sent back to you.

Advanced Author's Option: This option includes the **Archival Option** and allows you to include up to 18 **Story Pages** in your book! Plus, you can also choose to make your book with two-sided pages, like a real published book.

About the Author Photo: An **About the Author Page** is included in every book, but for an extra charge you can also have your photograph appear on this page. Write your last name (same as on **Order Form**) on the back of your photo (2" by 3" maximum) and send it in with your materials. Please **do not** tape it to a page. Your photo will be returned with your finished book unless you select the Archival Option. Please use a duplicate photo, in the event it is lost or damaged in the mail. Trademarked photos must be provided with written consent from the trademark owner.

Rush or Ground Service: The **Rush Service** will shorten the normal production time by approximately a week, and includes trackable 2-day air delivery. **Rush Service** is not available to customers in Hawaii, Alaska, Puerto Rico, or to P.O. boxes. **Ground Service** does not shorten production time, but does include trackable delivery (and is generally faster than normal delivery). Both **Ground** and **Rush Service** include email notification to you when your order ships if you provide us with your email address on the **Order Form**. **Production and delivery times are not guaranteed.**

For answers to commonly asked questions, please visit our website at <http://www.creationsbyyou.com/faq>