

Instructions for Victim Story 2018 AAIM Adbook

Please Submit your story by Friday, September 7th

1. Title is in **BOLD, CENTERED 14PT**:
Example: **The Jorge Serrano, Jr. Tribute**_(in a death case)

Example: **The Ashanti Blanchard Story** (in an injury case)
2. Second line(dates of birth/death) in title is CENTERED 12PT
Example: December 2, 1981 - June 29, 2009
3. Single spaced in body of tribute
4. Body of story -no more than 12 pt font
5. Margins 1 inch on each side and top and bottom
6. Accident is not part of AAIM's vocabulary – please change accident to crash
7. Double space after periods
8. Story/Tribute should not exceed 500 words
9. Please include one picture of your loved one, as the space for pictures is very limited. Please send in a jpeg format labeled with their name.

If you have access to a computer you may e-mail your story and picture directly to your Advocate. If you do not have access to a computer or need assistance with these instructions please contact your Advocate.

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The office will type up handwritten stories if requested depending on time available.

THANK YOU!