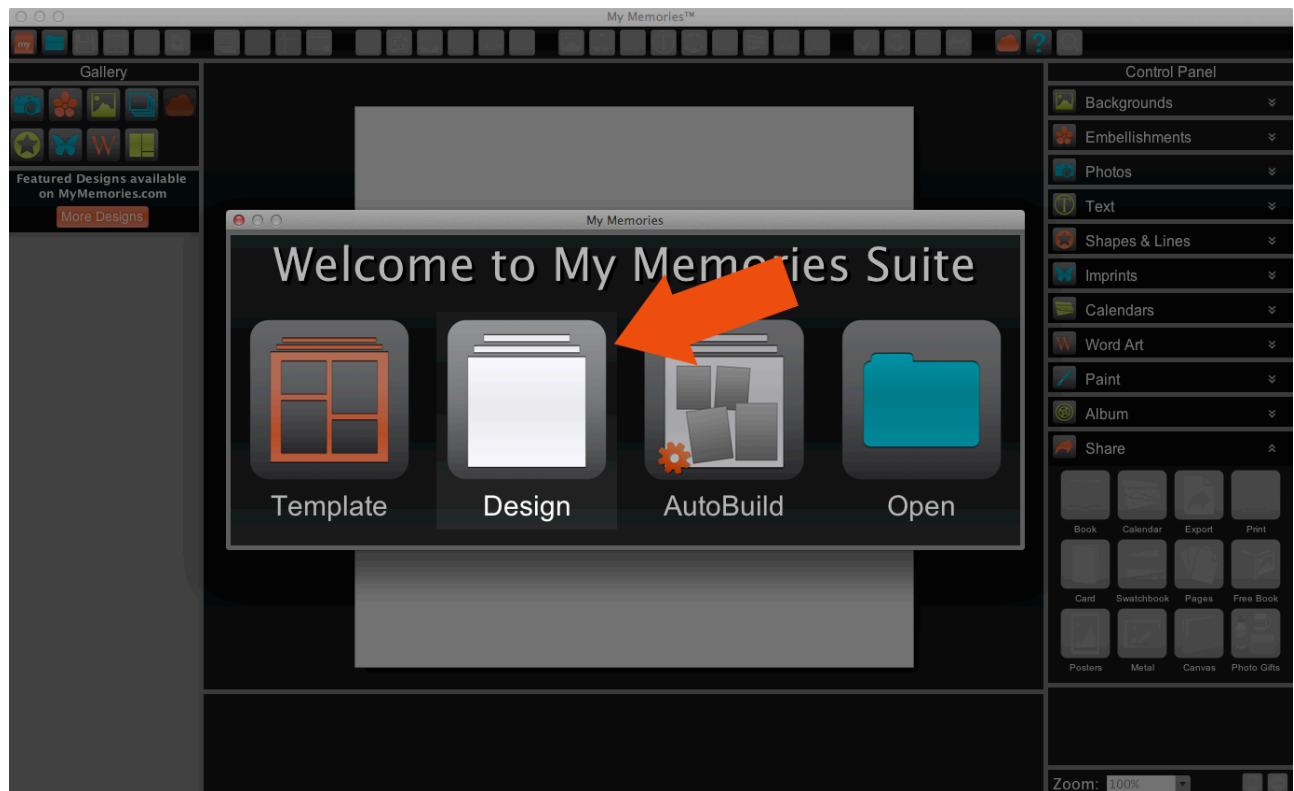


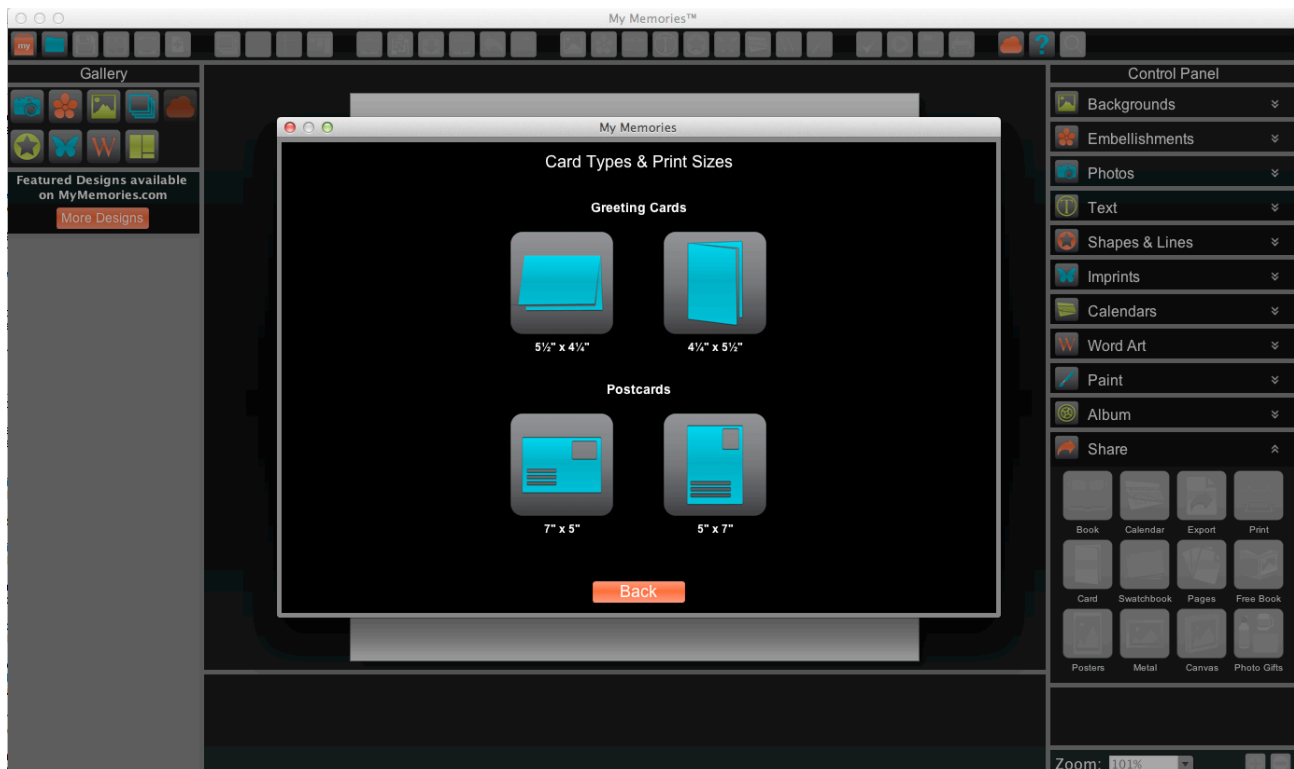
Creating, Uploading, and Ordering a Greeting Card

Creating a greeting card is easy with My Memories Suite.

1. Start a new project and choose **Design**.

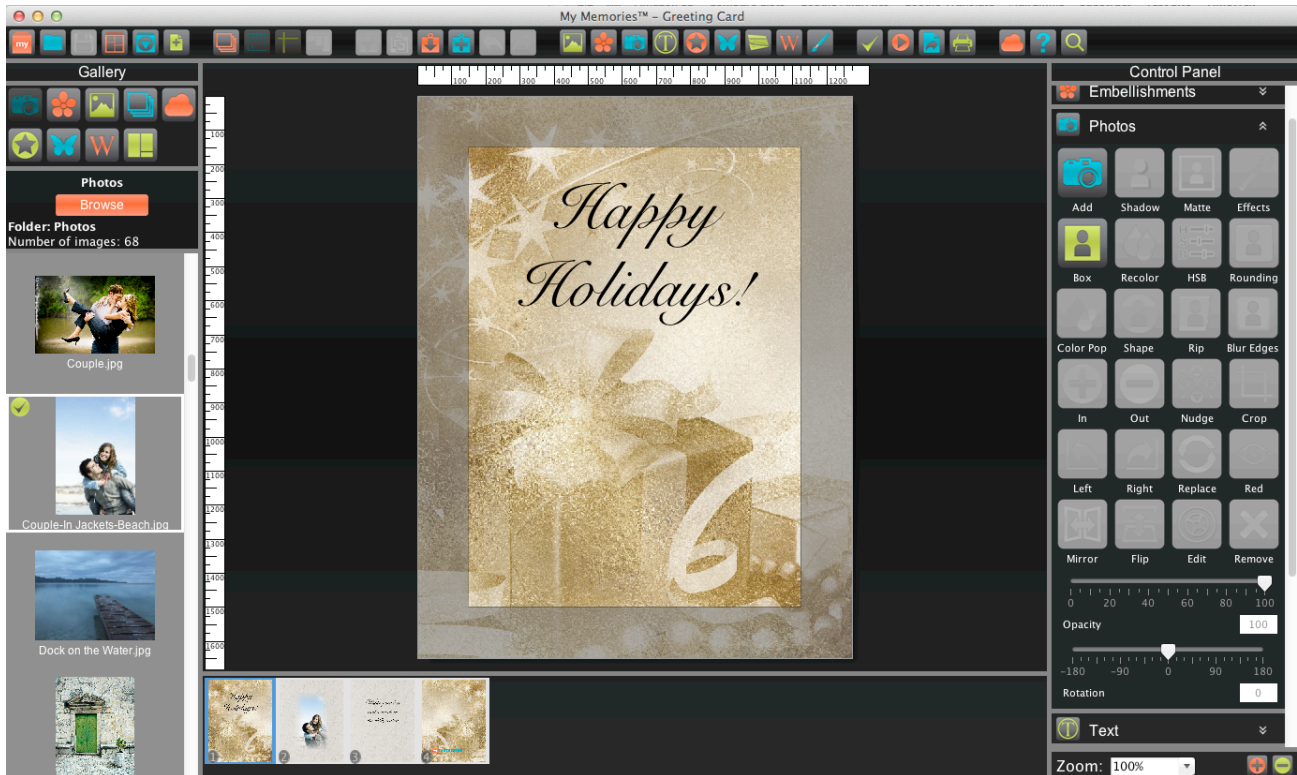


2. Choose the **Cards** option then choose your card size.

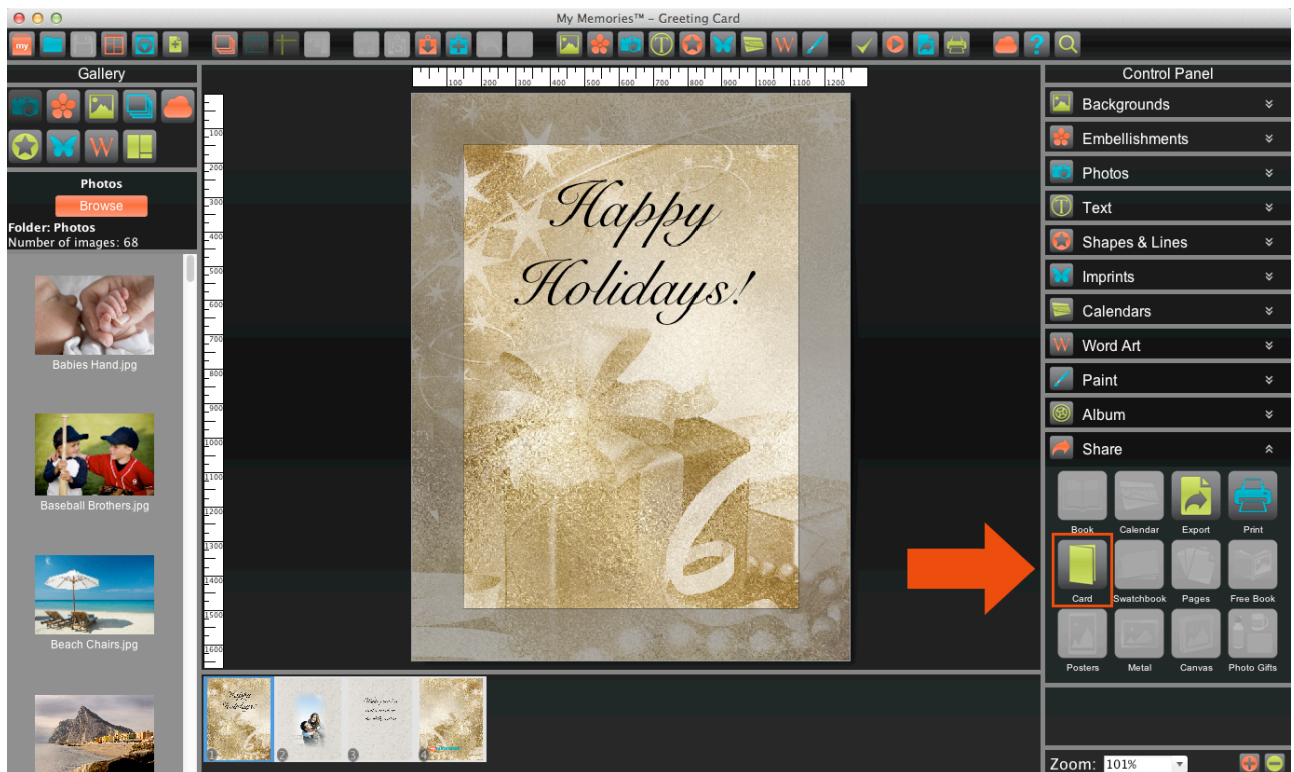


3. Design each page of your greet card.

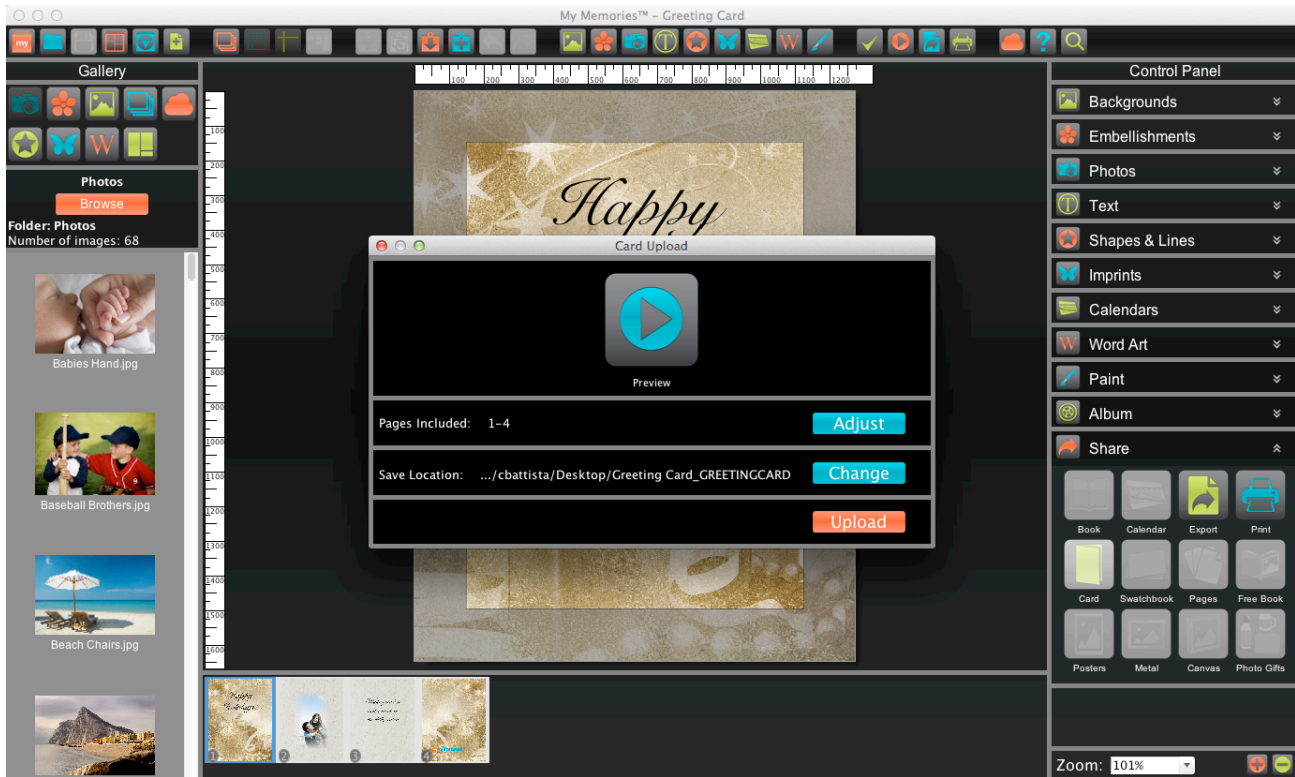
*Note: **For portrait cards**, the first page is the front cover, the second page is the inside left page, the third page is the inside right page, and the fourth page is the back cover. **For landscape cards**, the first page is the front cover, the second page is the inside top page, the third page is the inside bottom page, and the fourth page is the back cover.



4. When you're finished designing, choose the **Card** option in the Share tab of the Control Panel.



5. Choose **Upload**. A web browser should open and show you the uploading progress bar. Wait for it to reach 100%.



6. Once it's finished uploading, choose **Continue**.



Thanks for uploading your project.

Please wait for all your high-resolution pages to upload.

Once that's done, your product will be created and you will be able to preview, order and share your product.

Please allow 6 business days + shipping time for delivery.

If you have any problems during this process please contact us at customerservice@mymemories.com or 1.877.463.6924

Upload Progress

Completed: 100%

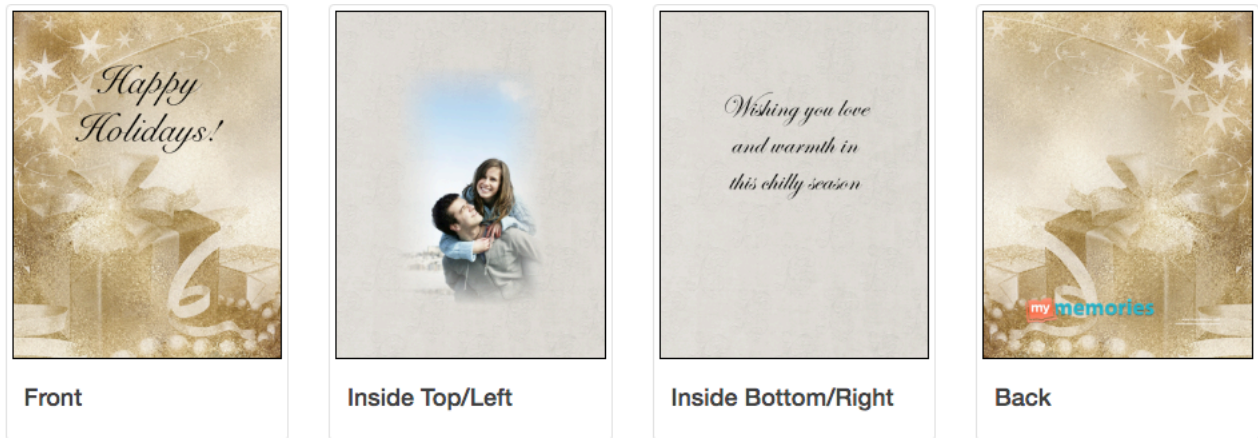
[Continue](#)

Placing your order is easy, here are some things you should know:

- Each project comes with our "Life-Time of use Guarantee".
- Please allow 6 business days from order date for book completion + shipping time before receiving your order.
- Your order will be completed within 6 business days from order date.
- Holidays & weekends are excluded from production days.
- During holidays, (last week of November through the first week of January) orders may take up to 10 business days for production.
- Orders placed after 5:00pm mountain time, or on weekends & holidays, will be processed on the next available business day.
- If you have any questions please contact customer service prior to placing your order.

7. Look at and inspect each page of your project to make sure everything looks correct. If it does, check the 'I have previewed my project...' button and choose **Continue**.

*Note: If something does *not* look correct here, do not order your project. Whatever you see here is what will be printed. Make sure it looks 100% correct *before* continuing.



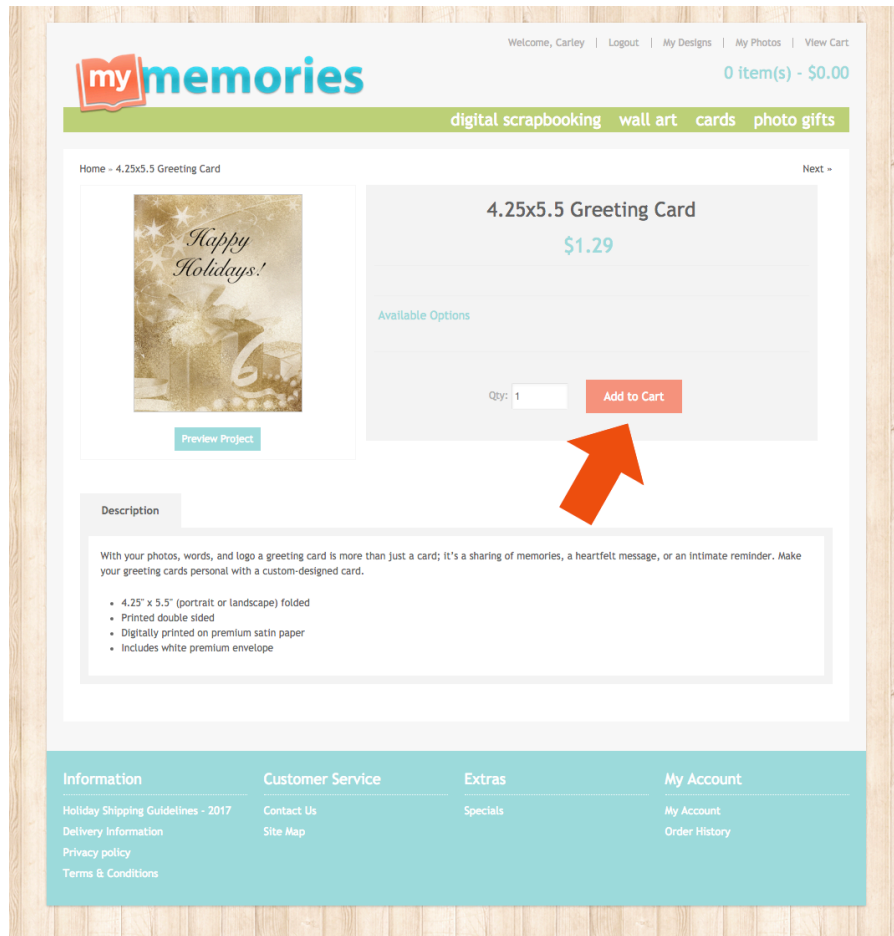
This preview is a high resolution preview and may take some time to load depending on your Internet connection speed.

- Pages are typically trimmed .5" on all sides from what is displayed in this preview.
- Please wait for the preview to load and review each page of your order.
- Uploaded orders are stored for 60 days, after 60 days they are removed. Please place orders within that time.
- If changes need to be made return to your desktop software, adjust your project and upload again.

☒ I have previewed my project **using the preview above** for typos and errors and understand orders cannot be cancelled.

Continue

8. Login to your account, then choose **Add to Cart**.



9. Take one last look at your order to make sure everything is correct.

*Note: This is the page where you can add any **promotion codes** you have.

10. If everything is correct, and you've added any promotion codes you might have, choose **Checkout** to add your payment type and complete your order.

