

Family Photo Sorting Kit

Four table labels, one details sheet, and a family message

Set each label beside a box, folder, or sorting tray. Keep labels and sticky notes off the photographs themselves.

KEEP

Photos you want to store, display, or pass down.

WHY THIS ONE MATTERS

OFFER

Photos you are ready to offer to relatives or an archive.

WHO MIGHT WANT IT

INVESTIGATE

Photos with unknown people, places, dates, or unusual details.

WHAT YOU NEED TO LEARN

DISCARD

Photos you have decided not to keep after checking privacy and local disposal rules.

FINAL CHECK OR NOTE

Photo Details + Family Message

Record clues on this sheet or an enclosure, never on the image

PHOTO OR GROUP DETAILS

Enclosure or group label _____

People shown or possible names

Place _____ Approximate date _____

Event, activity, job, uniform, building, or landmark

Writing, studio mark, stamp, or clues on the back

Questions to ask and who may know

FAMILY MESSAGE

I'm sorting family photos and would like your help. Please tell me which pictures you want by _____.

If you recognize anyone, a place, or a date, add that information too.

Please don't share the preview publicly.

Reply deadline _____ How to reply _____

People contacted and requests received

Privacy reminder: share only a small preview with people who may help. A photo can reveal children, addresses, schools, military details, or family history.