



Northern Cemeteries
Always

Frenchs Forest Bushland Cemetery

Dropbox Instructions for Families

Please note: You will need a Dropbox account to send through the files.

Please send the files in 24 hours prior to the service date so your presentation can be thoroughly tested and approved.

- Login to your Dropbox account <https://www.dropbox.com/home>.
- Create a new folder with the name of your deceased loved one.
- Upload the media files you wish to share to your new Dropbox folder (not your PC).
- Video files should be smaller than 500MB, choose standard definition when creating your video (MP4 preferred), music MP3s.
- Once file/s have uploaded to your Dropbox, single click on the folder and a Share button will appear to the right of the file.
- Click the Share button and a pop-up window will appear.
- Enter email address info.ffbc@nmclm.com.au as well as 1 - your contact phone number, 2 - full details of your deceased loved one and 3- the date of the service and click send.
- Frenchs Forest Bushland Cemetery will then receive a notification advising that the file has been received.
- We will then download the file/s for testing.
- Once tested, we will send a return notification through Dropbox, advising that the file has been successfully received and tested.

We are always here to help. Call us on 1300 389 888 during business hours and we will support you Through each step.