

digital montage films
order form

Please fill out this form and include it with your films or videotapes. Make a copy for yourself. If you have multiple boxes for shipping, please place a copy of this form in all boxes.

Name _____

Address _____

City _____ State/Province _____

Zip/Postal Code _____ Country _____

Email _____ Day Phone _____ Evening Phone _____

Business? _____ Residential? _____

All film orders are returned via UPS, FedEx or DHL Insured Ground transport, Adult Signature Required. Please make sure to indicate if you wish us to use alternate shipping methods or service levels.

FILM INFORMATION for 8mm, S8mm & 16mm

Example: 5, 3" reels will cost \$52.50 2, 10" reels will cost \$336.00 PLUS \$45.00 set up fee

Reel size 3" . = 50' cost per reel \$10.50 Number of reels _____ @\$10.50 _____

Reel size 5" . = 200' Cost per reel \$42.00. Number of reels _____ @\$42.00 _____

Reel size 7" . = 400' Cost per reel \$84.00. Number of reels _____ @\$84.00 _____

Reel size 10" . 16mm only. Cost per reel: \$168.00 Number of reels _____ @ \$168.00 _____

Reel size 12" . 16mm only. Cost per reel: \$252.00 Number of reels _____ @ \$252.00 _____

Total reels _____ Cost _____

TAPE INFORMATION for VHS, BETA, NTSC8

ALL tape types: \$40.00 for the first hour, plus \$12.00 for every additional hour

Total Tape Quantity _____

PLEASE NUMBER ALL REELS AND/OR TAPES

ADDITIONAL COPIES

Duplicates from the original can be made for an additional \$8 per DVD fee

Example: Your project is finished with 3 DVD's. Copies would be \$24.00 or 3 X \$8.00

Number of additional copies _____

PLEASE READ AND INITIAL THE FOLLOWING DISCLAIMER:

DISCLAIMER

Occasionally VHS, NTSC8 and BETA tapes are of such poor condition that they cannot be put into the transfer machine.

This disclaimer holds harmless *digital montage films* from liability resulting from damage to tapes during the process of transfer from VHS, NTSC8 or BETA tape to DVD format. All reasonable care will be taken to prevent such damage.

PLEASE INITIAL HERE _____

PAYMENT

CLICK on the PAYPAL button for payment options. You do not need to have a PAYPAL account to use this service.

Shipping Label

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From: _____

Digital Montage Films
2659 East Gulf to Lake Hwy
PMB202
Inverness, FL 34453



Video Tape and film. Please Do not X-Ray. Hand inspect

Packing & Shipping Instructions

To prepare your film for shipment, you can either prepare the films and package them yourself, or take them to a packaging and shipping vendor, such as Mail Boxes Etc. (www.MBE.com). Here are some guidelines if you choose to package the film yourself.

- 1) INSURE your FILMS!! Digital Montage Films is not liable for lost or damaged films or tapes. Be sure to get a tracking number.*
- 2) Make sure your films are numbered in the order you want them to be transferred.*
- 3) Wrapping or enclosing the films in plastic bags ensures the films will arrive dry.*
- 4) Pack the films in a sturdy, preferably double-walled cardboard box, using plenty of packing material.*
- 5) Make sure you have enclosed the order form inside the box.*
- 6) Please do not ship your films in crumpled newspaper. (This is not the best packing material,*
- 7) DO NOT label your films with Post-It notes. (They will come off, leaving your films unlabeled).*
- 8) Use an oversize box that will allow us to re-use the box to ship the completed films and tapes back to you. This helps us keep the shipping costs down.*

9) Make sure the address labeling on the outside of the box is clear and easy to read. For your convenience, use the shipping label that is part of this file to ship your films.