



thumbprints Multimedia Inc.
 10513 76 Avenue
 Edmonton, Alberta, T6E 1L2
 In Edmonton call: 445-4961
 Elsewhere in US or Canada
 1-866-YOUR-DtVD
 1-866-968-7383



Film Transfer – Order Form

Please fill this form out and include it with your order.

- YOU MUST CHECK HERE indicating you have read & agree with our DVD Production Agreement & Film Transfer Pricing

SECTION 1 – CLIENT INFORMATION

If you wish that your materials be returned to a different address, please indicate on the reverse of this page.

Name _____

Address _____

City _____ State/Province _____

Zip/Postal Code _____ Country _____

E-mail _____ Day Phone _____ Evening Phone _____

Pricing: DVD: \$65 for 1 hr or less; \$80 for up to 2 hrs.

VHS: \$17.50 for 1 hr or less; \$20.00 for up to 2 hrs.

Refer to the grid on the right to calculate estimates for reel times and cost.

NOTE: Cost may vary relative to actual amount of film on reel.

Additional costs:

\$5.00 per project for cleaning and up to 5 splices. Additional splices at \$1.00 each.

Reel Size	Feet	8mm Time	Super 8 Time	Cost @ \$0.10/ft
3 inch	50	4:10	3:20	\$5.00
5 inch	200	16:40	13:00	\$20.00
7 inch	400	33:20	26:00	\$40.00

Do you wish your films and tapes returned to you in separate shipments for a small additional fee? Yes No

SECTION 2 – FILM INFORMATION

Number of reels _____ Are reels numbered? Yes No

SECTION 3 – TRANSFER FORMAT

(CIRCLE ONE)

VHS S-VHS* Video8 Hi-8* miniDV* DVD

Blank Tape charges apply – T120 Video8 \$10, T120 SVHS & Hi-8 \$20, T60 miniDV \$20

SECTION 4 – BACKGROUND MUSIC (\$20.00/hr of Film will be added to your order total)

Background Music can be added for an additional charge. This consists of easy listening top 40 selections from our licensed professional music library.

Do you wish to add background music? Yes No

SECTION 5 – ADDITIONAL COPIES (See attached sheet for copy rate. Cost of copies will be added to total)

Duplicates from the digital masters can be made for an additional fee. Please indicate number and format of additional copies below.

Number _____ Format (circle) VHS S-VHS Video8 Hi-8 miniDV DVD

Number _____ Format (circle) VHS S-VHS Video8 Hi-8 miniDV DVD

SECTION 6 – TITLES (\$10.00 per title will be added to your order total)

We can add titles at the beginning and between reels if you wish. If you wish to add titles, please indicate on a separate sheet what they are and where they are to be placed. (Additional charges will apply)

Do you wish to add titles? Yes No

SECTION 7 – PAYMENT

Payment Type: Check Money Order Credit Card

Card Type: VISA Master Card Discover

Card Number _____ - _____ - _____ - _____ Expiration Date: _____

Name on card: _____ Signature: _____

IMPORTANT - By signing above you agree that we will charge your Credit Card based on our per foot Film transfer pricing above
If you wish that your materials be returned to a different address, please indicate on the reverse of this page.

All sales final. No refunds or exchanges for services rendered. Actual return shipping & handling will be added to order total.

Ship From:

ATTENTION!
FILM MEDIA ENCLOSED
DO NOT X-RAY

Ship To:

thumbprints Multimedia Inc.
10513 76 Avenue NW
Edmonton, AB, T6E 1L2
Canada

ATTENTION!
FILM MEDIA ENCLOSED
DO NOT X-RAY

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 Staples. If you choose to package the film yourself, we have provided a list of helpful guidelines below. (In addition, UPS has a handy set of packing guidelines: (www.ups.com/using/services/packaging/guidline)).

1. Be sure to use a carrier that has a traceable shipping service, i.e.: UPS, FedEx or the Post Office's Registered Mail.
2. Make sure your films are numbered in the order you want them to be transferred (if necessary).
3. Wrapping or enclosing the films in plastic bags will keep the films dry in the unlikely event that the box becomes wet.
4. Pack the films in a sturdy, preferably double-walled cardboard box, using plenty of Styrofoam popcorn or bubble wrap.
5. Make sure you have enclosed the order form inside the box.
6. DO NOT ship your films in crumpled newspaper. (This is not the best packing material, as it will not return to shape when crushed in shipping.
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 low and is also better for the environment.
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, which is part of this file, to ship your films.

Questions? Call us Toll Free at 1-866-YOUR-DVD
www.thumbprints.ca