

Video Tape to Digital File Order Form

First Name		Last Name	Date
Address		Email	Home Phone
City	State	Zip	Cell Phone

Videotape to Digital Files

VHS • SVHS • VHS-C • 8mm • Hi-8 • Digital 8 • Mini-DV • Betamax
MP4 H.264 or Quicktime .mov



Max 2hrs per tape - Over 2hrs charged as additional tapes

Transferred using High Quality Video Encoding Technology



MP4 H264

PC & Mac compatible.

MP4 H264 are Quality compact video file format - ideal for editing, uploading to internet applications and general viewing.



Quicktime H264

Compatible with most Apple products.

Quicktime H264 is also a quality compact video file format ideal for editing and viewing on Mac computers.

Please check the following items below.

Tape Quantity

- 10 Tapes
- 20 Tapes
- 30 Tapes

File Format H.264



MPEG4



Quicktime

USB Drive Format

This bundle includes a USB Flash Drive(s)

Choose which OS you are using and we will format your drive accordingly

PC/Windows
NTFS

Mac
HFS+

File Naming Sequence Setup:

Maximum file length is 10 characters

When using a sequential numbering system, using leading zeros
...for example, use ^001, 002, ...010

Consider using Camel case, where the first letter of each section of text is capitalized
...for example FileName.xxx

Do not use spaces. Instead use underscores `_`, or dashes `-`
Do not use special characters such as `~ ! @ # $ % ^ & * ()`

READ THIS NOTICE: The submission of any film, prints, slides, negatives, videos, CD's or any other media to us for processing, printing, or any other handling, constitutes an agreement by you that if such film, print, slide, negative, video, CD or any other media is damaged, lost, or mishandled by our company or any affiliated company, agents or employees, even though due to the negligence or other fault of any of the foregoing, liability will be limited to replacement of an equivalent amount of unexposed equivalent film or media and processing. The foregoing will be your exclusive remedy for any such loss, damage or mishandling. Except for such replacement, the acceptance for processing, printing, or handling of any film, prints, slides, negatives, videos, CD's or any other media is without warranty whatsoever (whether expressed or implied) or liability of any kind. Recover for incidental or consequential damages is specifically excluded. NOT RESPONSIBLE FOR PROPERTY LEFT OVER 30 DAYS. The customer agrees to pay the standard charges therefore. Customer declares that all material submitted for transfer is not in violation of any copyright laws.

See page 2 for file naming sequence

Digital File Naming Sequence

See bottom of page 1 for naming instructions

Tape #1

10 Characters/file name - Please print legibly

Tape #2

10 Characters/file name - Please print legibly

Tape #3

10 Characters/file name - Please print legibly

Tape #4

10 Characters/file name - Please print legibly

Tape #5

10 Characters/file name - Please print legibly

Tape #6

10 Characters/file name - Please print legibly

Tape #7

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Tape #8

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Tape #28

10 Characters/file name - Please print legibly

Tape #29

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Tape #30

10 Characters/file name - Please print legibly