

# COPY MY TAPES ORDER FORM – 2021

0207 430 1811 [www.CopyMyTapes.co.uk](http://www.CopyMyTapes.co.uk)

**REGISTER POST YOUR TAPES TO: 24 ROSEHILL, CLAYGATE, KT10 0HL**

My Name (PLEASE PRINT) .....DATE ...../2021

My Address (PLEASE PRINT) .....

.....POSTCODE

My Contact telephone number .....Mobile.....

My Email address (PLEASE PRINT) .....

We will invoice you when we have completed your tapes. Unfortunately, we DO NOT accept any cheques.



## PLEASE COMPLETE THIS SECTION IF YOU WANT TO TRANSFER YOUR TAPES TO DVD

HOW MANY TAPES / CARDS?	TAPE FORMAT (VHS / VIDEO 8 / CINE FILM etc.)	COST OF TRANSFER £
		SUB-TOTAL £
		Plus £2.50 packaging Plus Postage

How many additional DVD copies would you like to order @ £4 per copy?



## PLEASE COMPLETE THIS SECTION IF YOU WANT TO ENCODE YOUR TAPES TO A DIGITAL FILE

- How many tapes are in this package?
- Would you like us to supply a Memory Stick or Hard Drive with your files on? There is a charge for this.
- Please let us know if you require a MAC or PC formatted drive?
- Would you like your encoded files to be large Hi-Res files - approximately 20GB per 1hr hour of footage?
- Or smaller files - approximately 1GB per hour of footage?

**\*Please note Digital File transfers cost more than DVD transfers**

### IMPORTANT

We are only insured for the value of the tape stock, memory cards, film stock or other storage devices. We ARE NOT covered for damage or loss to any tape/cards etc HOWEVER caused. We cannot be held responsible for any postal office, courier or delivery errors. We also advise on strong packaging for postage – not just paper envelopes.

We handle all tapes and film professionally and treat every tape with utmost care. If you are unsure about this disclaimer, please do speak to us.

I AGREE TO ALL OF THE ABOVE – SIGNED BY .....

### OFFICE USE ONLY

PACKAGE ARRIVED / EMAILED CLIENT	INVOICED	PAID	POSTED	NOTES
----------------------------------	----------	------	--------	-------