



Convert Video to Video Files

Please print. If exact minutes of video or tape(s) are unknown, leave totals blank, and we'll contact you with the project's exact cost. If a specific completion date is expected or required, you must communicate it. Otherwise, most orders are handled on a "first come, first served" basis. Detailed instructions for this order form can be found on the Convert Video - How to Order page at www.timelessdvd.com.

Name		
Address		
City	State	Zip
<small>Address will be used to ship your project</small>		<small>US addresses only</small>
Phone	E-mail	

Storage Preference: Data DVDs (recommended for 1-4 tapes) External Hard Drive (recommended for 5+ tapes)

If choosing external hard drive, select: I am enclosing a hard drive to use for this project (free) Please only send blank drives

Purchase a drive for my project (leave totals blank) We will contact you with cost

File Preference: AVI (best for editing on Windows) MOV (best for editing on Mac) MP4 (best for direct upload to web or phone)

TOTALS

	MINUTES OF VIDEO	UNIT PRICE	TOTAL AMOUNT
Convert to files on DATA DVDs		\$1.00	\$
Convert to files on EXTERNAL HARD DRIVE		\$.50	\$
Hard Drive Cost (leave blank)			\$
SUBTOTAL			\$
Rush order fee: add 20% of subtotal (if applicable)			\$
Credits for coupons or discounts (if applicable)			-\$
Pennsylvania Tax (6%) <i>PA residents only</i>			\$
Shipping (UPS Ground unless otherwise specified) <small>*Additional fee may apply to larger quantities of tapes or to HI/AK. We will contact you if an additional shipping fee applies to your order.</small>			\$ 15.00
GRAND TOTAL			\$

PAYMENT Full payment required before project is shipped/delivered

CHECK (payable to Timeless DVD)

CREDIT CARD: Visa MasterCard Discover American Express

PAYPAL Provide e-mail address: _____

Card # _____ Expiration _____

Name on card _____

Read the following and sign: The materials I am submitting are my property. I do not hold Timeless DVD liable for any loss or damage to these materials. If I cancel my order after my project has been received, I will be charged for any completed work and return shipping. I realize that the quality of transferred video depends on the tape or video's age, the wear it has experienced, the quality at which it was recorded, and other issues. If I am not satisfied, I am guaranteed a redone file, but I realize that some tape problems may not be fixable. No refunds for software incompatibilities. If I request changes to a file after the order is finished, I am responsible for the cost of the additional work and shipping.

Signature	Date
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Mail your tapes/materials and order form to: Timeless DVD, 642 Cowpath Road, #281, Lansdale, PA 19446
Pickup and drop-off options also available. Please see the Contact page at www.timelessdvd.com for details.