



Timeless DVD

642 Cowpath Road, #281
Lansdale, PA 19446
215.631.9762 · info@timelessdvd.com

DVD Video Transfer Order Form

1 form per DVD disc. Please print. Submit order form with video tape(s). Turnaround for transfer estimated at 1-2 weeks.

Customer Name		
Address		
City	State	Zip
Phone	E-mail	

Is the DVD a gift for someone at the above address or phone? NO YES If yes, who? _____

Brand/Model of DVD player (we guarantee compatibility with listed players):

YOUR VIDEOTAPE \$40 for up to 2 hours transferred

Do you want your ENTIRE videotape transferred? Indicate YES or NO and follow directions in box:

YES What is the length of the videotape? Hours ____ Minutes _____ unknown

If your videotape is longer than 2 hours, an additional disc will be needed. Add the "Overflow DVD disc" option to your "Totals" on the last page of this form. An additional disc is \$20 and a double DVD case will be provided free of charge. Contact us for a quote if you know your tape is longer than 4 hours.
If the length of your videotape is unknown, leave "Overflow DVD disc" blank. We will contact you if a second disc is needed.

NO Please indicate the starting time and ending time: Start: _____ Stop: _____

How to indicate the start/stop times correctly: Rewind tape to beginning. Reset counter on VCR or camcorder to 0:00. Find the desired start and stop times on the tape.

ADDITIONAL VIDEOTAPES TO SAME DVD \$10 per additional source tape

You may add additional videotapes onto your DVD if your first tape is less than 2 hours. Please number your tapes. Indicate below if you want your entire tape transferred (list length or mark "unknown") OR indicate the starting and stopping times on the tape for the section you wish to use. For more than 8 source tapes compiled onto a single DVD, contact us for a quote.

Tape #	TRANSFER ENTIRE TAPE	OR TRANSFER THIS SECTION ONLY
2	Length of tape: Hours Minutes <input type="radio"/> Unknown	Start: Stop:
3	Length of tape: Hours Minutes <input type="radio"/> Unknown	Start: Stop:
4	Length of tape: Hours Minutes <input type="radio"/> Unknown	Start: Stop:
5	Length of tape: Hours Minutes <input type="radio"/> Unknown	Start: Stop:
6	Length of tape: Hours Minutes <input type="radio"/> Unknown	Start: Stop:
7	Length of tape: Hours Minutes <input type="radio"/> Unknown	Start: Stop:
8	Length of tape: Hours Minutes <input type="radio"/> Unknown	Start: Stop:

TITLE SCREENS \$5 each

Title Screens can be added at any point in your video. A title is a single black screen with white text of your choice.

TITLE	TIME ON TAPE / DESCRIPTION OF VIDEO THAT FOLLOWS TITLE

SONG DURING MAIN MENU \$5 extra

If you would like to add a song during the Main Menu, please indicate. *You must provide song on CD or audiotape.*

Title/artist of song: _____

SCENE SELECTIONS MENU & CHAPTERS \$20 for menu and 8 chapters

Yes, add a Scene Selections menu to my DVD.

A Scene Selections menu shows video buttons and titles from the chapters you indicate below. If you have more than 1 videotape, indicate the tape number in which the chapter is located. Eight chapters are included with this option. If you have 9 or more chapters, they are priced at \$2 each. Continue on a separate paper if you have more than 12 chapters. If you do not add a Scene Selections menu, automatic chapter stops will be added at 5 minute intervals, but no Scene Selections menu will be provided.

#	CHAPTER TITLE (limit of 20 characters)	CHAPTER START TIME	TAPE #
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

MAIN MENU, DVD COVER, AND DISC

Title of DVD, to be used on the Main Menu, DVD Case Cover (front and spine), and Disc:

Line 1: _____

Line 2: _____

DVD Theme: _____

DVD Case Preference: _____

OR mark the circle on the left if you prefer we choose an appropriate Theme for your project.

Black case is provided if no preference given. See website or catalog for options.

Color Preferences: _____

Remember to include your photo for Themes with photos.

Colors in Theme match your photo, unless you provide specific colors to use.

TOTALS

	QUANTITY	UNIT PRICE	TOTAL AMOUNT
DVD Video Transfer	1	\$ 40.00	\$ 40.00
Additional source videotape(s) to same DVD		\$ 10.00	\$
Overflow DVD disc (more than 2 hours of video)		\$ 20.00	\$
Title Screens		\$ 5.00	\$
Song played during Main Menu <i>Limit 1</i>		\$ 5.00	\$
Scene Selections Menu/8 chapters		\$ 20.00	\$
Additional chapters (9 or more)		\$ 2.00	\$
Extra DVD copies <i>see pricing for 10+ copies</i>		\$ 12.00	\$

SUBTOTAL	\$
Rush order fee if applicable (add 20% of subtotal)	\$
Credits for coupons or discounts	-\$
Pennsylvania Tax (6%) <i>PA residents only</i>	\$
Shipping (UPS Ground unless otherwise specified)	\$ 10.00
GRAND TOTAL	\$

REQUESTED COMPLETION DATE: _____

Video transfer requires 1-2 weeks production time. Production time begins when we receive your project materials. If a specific completion date is required, please confirm this date will work with our schedule before submitting your order. 1 week or less from submission to deadline is a rush order. Always discuss rush needs with us before placing your order.

PAYMENT *Full payment due with project submission*

CHECK (payable to Timeless DVD) **CREDIT CARD:** Visa MasterCard Discover American Express
 PAYPAL Provide e-mail address: _____ Card # _____ Expiration _____
 _____ Name on card _____

Please read the following and sign: The materials I am submitting are my personal property. I do not hold Timeless DVD liable for any loss or damage to these materials. Timeless DVD will replace any lost or damaged materials with a blank tape or similar. Except for this replacement, Timeless DVD shall not be liable for any loss or damage originating because of my use of Timeless DVD services. I realize that the quality of video transferred to DVD depends on many factors, including the age of my videotape, the temperatures and wear and tear it has experienced, the quality at which it was recorded, the condition of my recording device, and many other possible issues. I understand that no tape is perfect due to the nature of the tape medium. If I am not satisfied with my transfer, I am guaranteed a redone DVD, but I understand that some problems inherent to my tape may not be able to be corrected by Timeless DVD.

Signature _____	Date _____
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Mail your materials, completed order form, and full payment to:
 Timeless DVD
 642 Cowpath Road, #281
 Lansdale, PA 19446