

Please print all pages of this form, fill it out and supply it with your order.  
 If you do not have access to a printer, then please provide the information shown on the form along with your order.

<p><b>Customer Information:</b></p> <p>Name: _____</p> <p>Address: _____</p> <p>_____</p> <p>_____</p> <p>City: _____</p> <p>State: _____</p> <p>Post Code: _____</p> <p>Phone: _____</p> <p>Email: _____</p>	<p><b>Other Details:</b></p>
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**Order Details:**

Please list all audio and video tapes and records that you are going to supply below.

Audio	Qty	Duration (if known)	Other Details:
Vinyl LP	_____	_____	
Vinyl Single	_____	_____	
Vinyl 12" Single	_____	_____	
Cassette Tape	_____	_____	
Reel to Reel	_____	_____	
DAT Tape	_____	_____	
<i>Not Applicable</i>			
<b>Video Tapes</b>			
VHS Video	_____	_____	
Betamax Video	_____	_____	
<b>Camera Tapes</b>			
Mini DV	_____	_____	
8mm Tape	_____	_____	
Hi8 Tape	_____	_____	
Digital8 Tape	_____	_____	
VHSC Tape	_____	_____	

**Preferred Method of Payment:**

- Cheque     
  Credit Debit Card (via PayPal)     
  Cash (if delivering/collecting)

**Client Signature:** \_\_\_\_\_

### Additional Information for Video Orders

Wherever possible we will keep the costs as low as possible and transfer multiple tapes to a single DVD. Each DVD will contain up to two and half hours of video and the DVD will feature a menu allowing you to view the individual tape, or section of tape that you are interested in. For an example of how our DVD menu's work please view: [www.vinyltodigital.co.uk/example-dvd-menu.html](http://www.vinyltodigital.co.uk/example-dvd-menu.html)

- Please tick this box if you would like to put multiple tapes on a single DVD
- Please tick this box to have each tape on it's own DVD

### Shipping Details

The Audio and Video Departments are at two different addresses, please ship your order to the relevant address as shown below. [If you have audio and video please ship to either address.](#)

#### Audio Department

Vinyl to Digital Audio Department  
40 Florence Road  
Sutton Coldfield  
Birmingham  
West Midlands  
B73 5NG

Tel:0121 240 0133

Email: [audio@vinyltodigital.co.uk](mailto:audio@vinyltodigital.co.uk)

#### Video Department

Vinyl to Digital Video Department  
Studio 209 B, The Big Peg  
120 Vyse Street, The Jewellery Quarter  
Birmingham  
West Midlands  
B18 6NF

Tel:0121 314 2002

Email: [video@vinyltodigital.co.uk](mailto:video@vinyltodigital.co.uk)

### Shipping

Orders are shipped via Royal Mail Recorded as standard or Special Delivery if requested. We keep a copy of your order on our servers for 90 days and if there are any problems with the delivery (we are yet to lose a tape but it is a fear many people have) we will issue another set at no extra charge.

### Terms and Conditions

All prices are valid up to 30 days after the initial quote and can be subject to change at any point after that.

### Special Requirements

We realise that this one form does not cater to all of our customers needs, therefore if you have special requirements or require part of the order by a specific date please supply an additional note or get in touch if you have questions.

