

Please complete either the "Video Tape to DVD" form, or " Video Tape to USB" form, and include with your order.  
 (website) [www.medialocks.com](http://www.medialocks.com) -- (email) [info@medialocks.com](mailto:info@medialocks.com) -- (phone) 360-763-9464

**Medialocks Studio Address:**  
**2127 Rice Road, Chehalis, WA 98532**

## Video Tape to DVD Order Form

Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

<u>Description</u>	<u>Price</u>	<u>Qty</u>	<u>Total</u>
<b>Video Tape to DVD</b> - (Any tape up to 2 hours) - Extended length tapes created as "Double DVD Sets" are charged as 2 tapes.	<b>\$20.00 ea.</b>		
<b>Additional Tapes Added</b> - Use this option to add more than one video tape to a single DVD (maximum combined time is 2 hours). Example: to combine 3 tapes onto one DVD, you would enter qty. 2 additional tapes added.	<b>\$15.00 ea.</b>		
<b>Duplicate DVD Copies</b> - This is in addition to your 1 <sup>st</sup> DVD.	<b>\$6.95 ea.</b>		
<b>Standard Chapters</b> – Chapter points added every 10 minutes over the entire video. This gives you the ability to navigate anywhere on your DVD, forward or backwards, by 10 minute increments.	<b>\$5.00 Entire DVD</b>		
<b>Custom Chapters</b> – A custom chapter point is added at your determined point in the video. We can add as many as you'd like, just include a detailed timeline in minutes and seconds where each chapter should be.	<b>\$5.00 Per chapter</b>		
<b>Custom Photo Added</b> - You can choose the insert that is already in the case, or use your own custom photo. \$6.00 per each photo added (not included with duplicates). A photo can be emailed to us, or photographs sent with your tapes. This option also includes a "Hollywood" style DVD case.	<b>\$6.00 Per print</b>		
<b>USB Flash Drive with Digital Video Files</b> - This is a GREAT choice to have your videos safely and permanently backed-up in a digital format. The.mp4 files we create are not only perfect for permanent storage, but also work great for any future editing (a very common, industry standard file).	<b>\$15.00 for one initial USB + \$5.00 per tape</b>		
<b>Additional USB Flash Drives</b> - This is in addition to your 1 <sup>st</sup> USB drive above.	<b>\$15.00</b>		
<b>Permanent Archive Storage</b> - With this option, we will keep an extra copy of your DVDs permanently in our studio. Each DVD stored is \$6.95.	<b>\$6.95</b>		

**Subtotal** ..... \$ \_\_\_\_\_

**TAX (WA State Residents Only) 8.2% Sales Tax (Subtotal x .082)**..... \$ \_\_\_\_\_

### Return Shipping Options (please select one)

<b>Media Mail</b> 5-7 days return shipping time (Entire order up to 20 Tapes)	<b>\$6.95</b>	
<i>Priority Mail</i> 2-3 days return shipping time (1-4 tapes)	<b>\$14.95</b>	
<i>Priority Mail</i> " " (5-10 tapes)	<b>\$18.95</b>	
<i>Priority Mail</i> " " (11-15 tapes)	<b>\$24.95</b>	

**Grand Total** ..... \$ \_\_\_\_\_

### **PAYMENT OPTIONS**

You are welcome to send a **personal check** with your order. OR, include **MC/Visa/Discover/AMEX** info below, OR call us with your payment information anytime after receiving our email confirmation your order has arrived at our studio.

<b>Credit Card Number</b>	<b>Exp. date</b>	<b>cvv code</b>

Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**Please list here the title you would like printed on your new DVD(s).**

**If sending more than one tape, please number each 1,2,3 etc.**

**(If a commercial tape, or very clear, OK to leave blank)**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

***Please include any special or additional instructions below:***

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# Video Tape to USB Order Form (digital files only)

(website) [www.medialocks.com](http://www.medialocks.com) -- (email) [info@medialocks.com](mailto:info@medialocks.com) -- (phone) 360-763-9464

**Medialocks Studio Address:**  
**2127 Rice Road, Chehalis, WA 98532**

Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

<u>Description</u>	<u>Price</u>	<u>Qty.</u>	<u>Total</u>
<b>One USB Flash Drive</b> (only one required per entire digital order). All tapes will be included on this one USB drive. If more than one USB Drive is required, it will be included with your order at no extra cost.	<b>\$15.00</b>	<b>1</b>	<b>15.00</b>
<b>Video Tape to digital files on USB</b> – Includes any length video tape, even extended lengths. Only one USB Drive (above) required for entire order regardless of how many tapes sent. Unless otherwise requested, we will always create industry standard MP4 files onto your USB drive. MP4 files are the best choice to use with smart phones, tablets, and other portable devices, as well as online and storage.	<b>\$15.00 ea.</b>		
<b>Additional File Types Added</b> - If specifically requested, we can also add the following formats (.wmv, .mpg2, .mkv, and m2ts). Each file type after the initial .mp4's, add \$5.00	<b>\$5.00</b>		
<b>Additional USB Drives</b> - Please note: while we will include (at no extra charge) more than one USB drive if needed to complete your initial Video Tape to USB Drive order, there is the possibility more than one USB drive may be required for any "Extra Duplicate" drives ordered (additional cost).	<b>\$15.00 ea.</b>		

**Subtotal** ..... \$ \_\_\_\_\_

**TAX (WA State Residents Only) 8.2% Sales Tax (Subtotal x .082)**..... \$ \_\_\_\_\_

Return Shipping Options (please select one)		
<b>Media Mail</b> 5-7 days Return shipping time (Entire order up to 20 Tapes)	<b>\$6.95</b>	
<i>Priority Mail</i> 2-3 days return shipping time (1-4 tapes)	\$12.95	
<i>Priority Mail</i> “ “ (5-10 tapes)	\$14.95	
<i>Priority Mail</i> “ “ (11-20 tapes)	\$18.95	

**Grand Total** ..... \$ \_\_\_\_\_

## **PAYMENT OPTIONS**

You are welcome to send a **personal check** with your order. OR, include **MC/Visa/Discover/AMEX** info below, OR call us with your payment information anytime after receiving our email confirmation your order has arrived at our studio.

Credit Card Number	Exp. date	cvv code

Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**Please list here the title you would like as the digital file name(s).**

**If sending more than one tape, please number each 1,2,3 etc.**

**(If a commercial tape, or very clear, OK to leave blank)**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

***Please include any special or additional instructions below:***

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