

Photo Scanning Order Form



Print this form out, fill in, sign and send with your check or money order to:

Audio Video Workshop – 703 Woodside Rd. #8, Redwood City, CA 94061

* California residents add 9% sales tax to total of order. **Please Print Clearly.**

Name _____ Phone # () _____

Email: _____ Company _____

Address _____ City _____ State _____ Zip _____

If paying by credit card, VISA/MC# _____ Exp. Date ____/____

3 or 4 Digit Bank Code on back of Card: _____ Signature _____

PLEASE INCLUDE BILLING ADDRESS OF CREDIT CARD ON BACK IF DIFFERENT

PHOTO SCANNING COSTS		Quantity	Economy Price	Enhanced Price	Total
		Circle Below			
300 DPI	Economy - 300 dpi / Enhanced 300 dpi				
		1 - 499 Photos	.85	.89	
		500 - 999 Photos	.75	.79	
		1,000 - 3,499 Photos	.65	.69	
		3,500 +	.55	.59	
600 DPI	Economy - 600 dpi / Enhanced 600 dpi				
		1 - 499 Photos	.95	.99	
		500 - 999 Photos	.85	.89	
		1,000 - 3,499 Photos	.75	.79	
		3,500 +	.65	.69	
OUTPUT OPTIONS					
	Data DVD Export		\$10		
	16 Gig Flash Drive		\$19		
	Misc.				
	Photo Album Access Extraction Fee		Add .25 per image		
	TIFF File Format		Add .25 per image		
	5"x7" up to 8.5"x11"		Add .50 per image		
	Min Fee		\$30.00		
<p style="color: teal; margin: 0;">Return Shipping/handling for Scanning Services.</p> <p style="margin: 0;">Shipping cost depends on weight, distance, and type of shipping service.</p> <p style="margin: 0;">UPS Ground usually costs \$15 - \$25 within the 48 contiguous states</p>				<p style="margin: 0;"><i>Sub Total</i></p> <p style="margin: 0;">Shipping \$15 - \$25</p> <p style="margin: 0;">Tax 9%</p> <p style="margin: 0;">Total*</p>	

***If the price of work to be performed is more than this estimate - we will contact you**

Please read and sign. I hereby authorize Audio Video Workshop to scan these images. I own all rights to these images and will not hold Audio Video Workshop liable for copyright infringement. I assume full responsibility for obtaining releases when required for sale and distribution. I agree to hold harmless and indemnify Audio Video Workshop for any and all liability and/or claim arising from this transaction. If I am paying by credit card, I authorize the charges for the costs associated with this order including shipping/handling and any applicable taxes.

Authorized Signature _____ Date _____

Remarks _____