

(816) 753-8000

KANSAS CITY:
1622 Westport Rd
Kansas City, Mo
64111

Local: **(816) 531-1225**
Toll Free: **(866) 774-9900**

**Photos / Negatives / Slides / DVD
CD-R / Photo Videos / Data Drive**

Scrapbook Photo Video Photo/Negative/Slides

INSTRUCTIONS: Type directly in this form, save, and print - or - print the form and handwrite the information in the specified boxes.

ORDER #

Please feel free to call us if you need assistance completing this form or with shipping your material to us.

☐ KANSAS CITY ☐ _____ ☐ MAIL ☐ COURIER

Date:

Name:

Company:

Address:

Phone:

Cell :

Email:

How did you hear about us?

- ☐ Yellow Pages
☐ Referral
☐ Internet
☐ Other

Original Items

This form is to place an order for photo scanning/photo video and to figure a basic estimate for your project. Keep in mind that the total number of originals, total discs, or extra copies does not have to be exact. We will contact you with the number of total number of CDs/DVDs required to complete your project after we have digitized all of your images.

Numbering , Special Requests, etc.

Photos:

Qty.	Price	Total
<input type="text"/>	x <input type="text"/>	= <input type="text"/>

Slides:

<input type="text"/>	x <input type="text"/>	= <input type="text"/>
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Negatives:

<input type="text"/>	x <input type="text"/>	= <input type="text"/>
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Newspaper Clippings •
Documents, Artwork •

<input type="text"/>	x <input type="text"/>	= <input type="text"/>
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VIDEO TITE:

4 lines, 15 char./line (attach add'l page for more titles)

Example: Happy 50th Birthday
Betty!

Graphic Placement in Video:

☐ Beginning ☐ Middle ☐ End

Elegant Photo Video:

<input type="text"/>	x <input type="text"/>	= <input type="text"/>
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Basic Photo Video:

<input type="text"/>	x <input type="text"/>	= <input type="text"/>
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Bulk Photo Video:

<input type="text"/>	x <input type="text"/>	= <input type="text"/>
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On Screen Titles:

<input type="text"/>	x <input type="text"/>	= <input type="text"/>
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Media Type & Labels

Custom Label - Setup Charge (minimum \$40):

☐ Black/White (\$0.30) ☐ Color (\$0.45) ☐ Full-Color (\$0.80):
(100% coverage)

Custom Sleeve Insert - Setup Charge (minimum \$40):

Slim Jewel Case Insert:
Please call for a "Custom Packaging" Quote

<input type="text"/>	x <input type="text"/>	= <input type="text"/>
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Client provides all necessary graphics cropped and in JPEG format. Set-up charge will depend on the level of work needed to create the label or jewel case insert requested by the client.

\$15 DATA
JPEG

\$30 VIDEO
DVD

\$20 8gb
USB

\$30 8gb
Cloud

Scrapbook Photo Video Photo/Negative/Slides

Additional Items

ORDER #

		Qty.	Price	Total
Other	<input type="text"/>	:	<input type="text"/> x <input type="text"/>	= <input type="text"/>
Other	<input type="text"/>	:	<input type="text"/> x <input type="text"/>	= <input type="text"/>
Other	<input type="text"/>	:	<input type="text"/> x <input type="text"/>	= <input type="text"/>

Order Total

Shipping is based on the size and weight of the materials submitted,
requested turnaround time, and the number of copies ordered.
Please estimate 15% of the total order for UPS ground shipping.

Shipping & Handling :
(minimum charge: \$9.95 - see box on the left)

Subtotal:

Sales Tax :

TOTAL:

Payment (Half of total order is due at time of order submission as retainer for work being performed. Payment of full balance is due upon receipt of order.)

☐ Check (include with this order form) ☐ Cash

☐ Money Order (include with this order form)

☐ Visa ☐ Master Card ☐ American Express ☐ Discover

Date:

Amount:

Credit Card Number:

Expiration Date: Zip Code: CVV:

Comments

Order: _____

Technicians: _____

Invoice: _____

Limit of Liability:

Your material is handled with the utmost care and confidentiality. Submitting any film, print, slide, video tape, audio tape, LP, VCD, CD, DVD, or machinery to our firm for transfer or other handling constitutes an AGREEMENT by you that any damages or loss by our firm will only entitle you to replacement with a like amount of unexposed film, slides, video tape, audio tape, LP, VCD, CD, or DVD or comparable replacement of machinery. Except for such replacement the acceptance of the material is without other warranty or liability, and recovery for incidental or sequential damages is excluded. Unauthorized recording of copyright material will not be transferred or duplicated. All fees are non-refundable. Once finished products leave the premises of Something Different, Something Different is not responsible for the product. Defects and problems will be re-made. We do not offer refunds due to the work required to process and create the finished product. Turnaround times are not guaranteed.

Customer's Signature _____