



Ship Order to:
9265 Dowdy Dr, Suite 100
San Diego, CA 92126

Photo/Slide Transfer Order Form

Name Rec'd

Billing Address

City State Zip

Phone Alt Ph: Email

How did you hear about us?

Are the photos/slides numbered in the order you want them transferred? Yes No No particular order

Source Format: Please indicate the number of images you have for each format to be transferred.

How many photos? Slides? Film negatives?

Other format (specify) Type Qty Type Qty
(There is a \$30 minimum charge on all photo/slide transfer orders. Additional charge may apply for larger images.)

Final Format: Please indicate the scanning resolution you prefer for:

Photos: 300 DPI 600 DPI

Slides/Negatives: 2400 DPI 3200 DPI 4800 DPI

Flash drive Hard drive Gold Archival DVDrom Standard DVDrom Other

GOLD Archival DVDrom: How many Gold DVD copies (sets\*) do you want? (total) :
Additional Gold DVDs - \$15.00/disc. Each gold disc will come with 1 standard disc copy.

Standard DVDrom: How many standard DVD copies (sets\*) do you want? (total)
Additional standard DVDs - \$8.00/disc. 3 discs for \$18 5 discs for \$25

\*If your images require 2 or more discs for transfer, they are considered 1 set of discs. Specify # sets above.

DVDrom Label: What title do you want printed on the label of the DVD? (i.e. Smith Family Photos)

Flash/Hard Drive: Do you want your files put on a: USB Flash drive or External Hard drive?
Check one: I have included a drive with my order Please add a drive to my order & charge me

Do you want your photos/slides put into video form for playing on a DVD/blu ray player? Yes No
(Please contact our office to discuss pricing, production time & requirements)

You may use the back of this form for any special instructions.

Do you need this transfer completed by any specific date? (i.e. Christmas, birthday, etc.)

Yes  No If yes, specify date you need to receive it by \_\_\_\_\_

How do you want us to return your movies? (check one)

FedEx:  Overnight  2day  Express Saver  Ground\*

UPS:  Overnight  2day  3 day Select  Ground

No Preference  Other (explain) \_\_\_\_\_

Do you want a signature to be required for delivery? (check one):  Yes  No

Shipping charges will be added to all orders to be shipped. Insure package for \$\_\_\_\_\_

If you prefer to charge shipping to your UPS or FedEx account, provide acct# here: \_\_\_\_\_

\*FedEx ground delivery will add 1 day to delivery time. Please allow 3-5 weeks for transfer and shipping.  
We've had much success with UPS and FedEx and prefer their tracking system.

Ship to name \_\_\_\_\_

Is this a:

Ship to Address \_\_\_\_\_

Commercial OR

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Residential Address?

Credit card type?  MasterCard  Visa  Amex **Security code on back** (3 or 4 digits) \_\_\_\_\_

Card# \_\_\_\_\_ Exp \_\_\_\_\_

Name as it appears on credit card \_\_\_\_\_

Credit card billing street address: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Cardholder Signature \_\_\_\_\_

1. Submitting video tapes to Sunray Video Productions (SVP) for video transfer constitutes an agreement by you that compensation for any damage or loss by our company, even though by our fault, will be limited to the amount of funds received by Sunray for transfer services. You agree to hold harmless and recognize that Sunray Video will not be responsible for any damage or loss by any courier you have designated to transport your tapes to or from our offices.
2. SVP takes the utmost care regarding equipment function, media quality, and recording. In the event SVP fails to comply with the terms of this agreement, SVP will only be liable for funds paid.
3. SVP uses the most compatible form of DVD media for burning DVDs, (DVD-R), recommended for most machines. Due to inconsistent compatibility issues among DVD player devices, we cannot guarantee that our DVDs will play on all devices. Only DVDs found to be defective may be replaced at our expense.
4. The undersigned hereby warrants that all materials being presented to SVP for copying are not, to his/her knowledge, protected by copyrights owned by another, or that if the materials are protected, the undersigned has obtained the permission of the copyright owner to make copies of said materials.

**I have read, understand, and accept all terms of this agreement:**

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