

Order Form



Today's Date:

Name:

Phone:

Email Address:

Format Received	Format Requested	Quantity Received	Additional Copies
VHS/CD/DVD/CAM	FLASH/DVD		

Label Instructions	Special Instructions
As per master YES _____ NO _____	

Please complete this form and bring it with you when you drop off your tapes at the building front desk.

Pricing is as follows, and will be calculated upon completion of job.

Form can also be emailed to doug@editpointvideo.com

Please let us know if you have any questions

Our costs are based on quantity for a VHS to DVD transfer.

Qty. 1	\$24.95
Qty. 5-9	\$15.95
Qty. 10 +	\$10.95

For transfer to digital/flash:

Qty. 1	\$24.95
Qty. 5-9	\$16.95
Qty. 10 +	\$11.95

Plus \$11.00 for each flash drive.

EPV Media 333 Washington Street 2nd Floor Syracuse, NY 13202

www.editpointvideo.com

315-472-3348

EPV Media

Video Transfer Instructions



- 1.) Open Attached Form
- 2.) Fill out your name, email, and phone number
- 3.) Determine how many tapes you would like transferred
- 4.) Determine which type of media you would like the tapes transferred to: Either DVD, Flash or External hard drive
- 5.) Write any additional information concerning labels or instructions
- 6.) Submitt or Print out Form
- 7.) Bring Order Form to EPV Media, also known as Edit Point Video, and leave with the front desk attendant
- 8.) Front desk attendant will provide you a receipt of your drop off
- 9.) EPV Media will call you or email you with any questions, and at completion of your job.

Our address is: 333 Washington Street Syracuse, NY 13202 315-472-3348
Please pull up to the the door on Washington Street and drop off tapes with attendant.