



Mail to: 2327 Camay Ln  
 Jamestown, NY 14701  
 (716) 499-6955  
[www.WeDigitizeMemories.com](http://www.WeDigitizeMemories.com)

## 8mm Film Transfer Work Order

Complete this form and mail it along with your films

Need by date if other than ASAP

Normally we ship within  
3 to 4 weeks after receipt  
of your order

Today's Date

← Please call if you need help completing this form  
 PLEASE PRINT LEGIBLY

Customer Name, Address, Email, and Phone #
Email:
Phone:

Ship-to Address (if different)

QTY	PROJECT DESCRIPTION	RATE	AMOUNT
_____	<b>Digitize 3" reels (approx 50' ea)</b> ..... Est 3" footage: _____	20¢ per foot Sound film add 15¢ / ft Volume discount	\$ _____ less: _____
_____	<b>5" reels (approx 200' ea)</b> ..... Est 5" footage: _____		
_____	<b>7" reels (approx 400' ea)</b> ..... Est 7" footage: _____		
	Includes free film cleaning and conditioning Number each reel if specific sequence is desired Apply a 10% volume discount if your estimated footage exceeds 3000 feet .....	<b>Total Est Footage:</b> _____	
	<b>Assemble films onto DVD(s)</b> .....	\$10 per DVD plus \$1 per reel	\$ _____
	DVD Title: " _____ " _____		
	DVDs include one main title, plus individual reel titles and index markers, if appropriate Customized individual reel titles will be used if short, legible titles are provided A standard DVD comfortably holds about 1200 feet of film Multiple discs and multi-disc cases will be used for larger projects Estimated number of DVDs in project (total est footage div by 1200, rounded up) = _____ *		
	<b>DVD sound options (circle one):</b>		
_____	1) Silent                      2) Projector Sound .....	n/c	
_____	3) Royalty-free background music ...(Estimate 5 min per 50 ft reel).....	75¢ per minute	\$ _____
_____	4) Sound film synchronization & edit .....	\$1.50 per minute	\$ _____
	<b>Select DVD case cover insert style (place X in one box):</b>		
<input type="checkbox"/>	Standard: White paper with black lettering .....	n/c	
<input type="checkbox"/>	Premium Style A: Large photo on front - multi photos on back .....	\$35 per premium style	\$ _____
<input type="checkbox"/>	Premium Style B: Multi photos on front - lines on back .....		
_____	<b>Additional DVD copies</b> (includes all of above selections)	For single-disc projects: \$19 / DVD For multi-disc sets: \$15 / DVD	\$ _____
_____	<b>Copy unedited film files (.avi format) onto portable hard drive for archive</b> Note: figure approx 1 GB of data per 50' of film	cur mkt /HDD + \$1 /GB copied	\$ _____ \$ _____

I authorize PC Projects LLC to possess and use my personal property to perform this Service. I acknowledge that I own the copyrights or have permission from the owner to use these materials for this project. I understand this is only an estimate of the project cost. Final costs may be higher or lower. I agree to pay PC Projects LLC the full amount due upon completion of the project. I also agree that PC Projects LLC shall not be liable for any property damage or personal injury caused by or associated with this service.

Std Return Shipping: \$15 /Est DVDs\* \$ \_\_\_\_\_

Order subtotal \$ \_\_\_\_\_

NYS Residents add Sales Tax \$ \_\_\_\_\_

Payment is due upon completion  
of project, payable to PC Projects

**TOTAL PROJECT ESTIMATE** \$ \_\_\_\_\_

Signed: \_\_\_\_\_