



Listening, THEN Creating

## Home Video Tape Transfer to DVD Program

### Order Form and Services Agreement

ATTACH ONE SIGNED FORM TO VIDEOTAPES AT THE TIME OF PICK-UP, DROP-OFF OR MAILING

Tape formats available for transfer : VHS VHS-C, DV, Hi8mm, Digital 8mm and 8mm videotape.

**8 mm Film transfers not available with this offer.**

Your Name: \_\_\_\_\_

Email: \_\_\_\_\_

Daytime Contact Phone: \_\_\_\_\_

Street Address, City, State and Zip Code for Billing: \_\_\_\_\_

I wish to have the following number of tapes transferred to DVD based on the length of recorded material on each videotape:

Running length **less than 31 min.** (we confirm the length at the time we transfer the tape)

\_\_\_\_\_ x **\$7.50** (fee does not include return shipping) **Add 6% Tax per tape** Subtotal \_\_\_\_\_

Running length **greater than 31 min. to 120 min** (99% of home videos fall into this category)

\_\_\_\_\_ x **\$10.00** (fee does not include return shipping) **Add 6% Tax per tape** Subtotal \_\_\_\_\_

*A maximum video run time of 2 Hours will be transferred to each DVD disc to protect the quality of the video resolution.*

Running length **more than 120 min?**

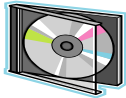
Don't be overly concerned. If you do not know the length of your videotape, Brubaker will confirm the length of the video at the time of transfer and invoice you for the balance.

\_\_\_\_\_ x **\$18.00 – 121 Min. to 240 Min. Length** - (2 DVD Set – Max. 2 Hrs on Each DVD)  
(fee does not include return shipping) **Add 6% Tax per tape** Subtotal \_\_\_\_\_

\_\_\_\_\_ x **\$25.00 – 241 Min. to 360 Min. Length** - (3 DVD Set – Max. 2 Hrs on Each DVD)  
(fee does not include return shipping) **Add 6% Tax per tape** Subtotal \_\_\_\_\_

\_\_\_\_\_ x **\$33.00 – 360 Min. to 480 Min. Length** - (3 DVD Set – Max. 2 Hrs on Each DVD)  
(fee does not include return shipping) **Add 6% Tax per tape** Subtotal \_\_\_\_\_

**Small Quantity Duplicates of Videotape Transferred DVDs including case for family members?**



- 0 to 120 min (1 DVD) – \$6.75 each single disc duplicate plus tax
  - 121 – 240 min. (2 DVD Sets) - \$15.00 **per duplicate set** plus tax
  - 241 – 360 min. (3 DVD Sets) - \$ 21.00 **per duplicate set** plus tax
  - 360 – 480 min. (4 DVD Sets) - \$30.00 **per duplicate set** plus tax
- Bulk Duplication Discounts for DVDs Available!

**Total** (not including return shipping) \_\_\_\_\_

**Non-refundable Fee** - The greater of \$10.00 or **40% of estimated charges** \_\_\_\_\_

Select One:

**I will drop-off AND pick-up my videotapes** after making arrangements with Janice and Dale Brubaker. The greater of \$10.00 or 40% of the estimated total bill will be paid by cash or check as a non-refundable fee toward this order at the time I drop-off the tape to Brubaker OR no fee will be paid when using a Gift Certificate for a single tape order. The balance of the bill (including tax as applicable) will be paid at the time services are rendered. A \$50.00 fee will be charged if my check is returned due to insufficient funds. **No Credit Cards accepted.**

**I will send my videotapes** to the Brubaker Media Group, PO Box 701, Dillsburg, PA 17019 and pay the return shipping costs at the US Postal Service rate. The greater of \$10.00 or 40% of the estimated total bill will be paid by cash or check as a non-refundable fee toward this order at the time I ship the tapes to Brubaker. **If I use a Gift Certificate for a single tape order, Brubaker Media Group will charge me the return shipping cost of the tape at the US Postal Service rate.** The balance of the bill (including shipping costs and tax as applicable) will be paid at the time services are rendered. A \$50.00 fee will be charged if my check is returned due to insufficient funds. **No Credit Cards accepted.**

**Yes, I wish to have my order picked-up and delivered.** I have an order of tape transfer fees of \$50.00 or more. I live or work in the greater Northern York and Cumberland County Area of Pennsylvania and wish for Brubaker Media Group to pick-up and deliver my order to my place of business or my home at a time acceptable to both parties. **Only one scheduled visit each for both pick-up and delivery is permitted. If I miss the appointment for either, I must pay return shipping costs. 40% of the estimated total bill will be paid as a non-refundable fee toward this order at the time of pick-up by cash or check.** The balance of the bill (including shipping and tax as applicable) will be paid at the time of delivery after services are rendered. A \$50.00 fee will be charged if my check is returned due to insufficient funds. **No Credit Cards accepted.**

**Street Address for Pick-up and Delivery:** \_\_\_\_\_  
**Phone Number to Reach the Client at this Location upon our arrival:** \_\_\_\_\_

\_\_\_\_\_

Select One:

I understand and accept that the tape will be transferred to –DVD format as a consumer standard. The majority of DVD players play this format.

OR

I have made a special request that the tapes be transferred to +DVD format.

**What text do you want placed on your DVD label i.e.  
Brubaker Family Video?**

(maximum 38 letters including spaces) – Print on Line Below

\_\_\_\_\_

**This Home Video Tape Transfer Program is created on a first-come, first-served basis.** Only one to one transfers. Tapes combined on to one DVD will incur a video production charge. Tapes requiring us to start and stop at a particular point may require our editing service. Ask us about that editing service when you make your order. We have a full service editing facility. Our editing service fee is \$65.00/hr.

**This transfer will NOT enhance the quality of your videotape,** but it will preserve the quality of the video and offer much greater convenience when using today's DVD players.

**ENTIRE AGREEMENT:** This Agreement contains the entire understanding between Brubaker and the Client. It supersedes all prior and verbal agreements between the parties. The only way to add or change this Agreement is to do so in writing, signed by all the parties. If the parties want to waive any provision in this Agreement, please discuss the concern with Brubaker so that satisfaction can be met. The waiver must be signed by both parties and added as an Addendum to this Agreement.

**RELEASE:** the Client grants, sells and transfers to Brubaker the irrevocable right and permission, throughout the world, in connection with the media shot and production that Brubaker has taken of Client or Client's agents, or in which Client may be included with others, the following:

(a) the right to use and reuse, in any and all manner, said media, in whole or in part, modified or altered, either by themselves or in conjunction with other media, in any medium or form of distribution, including but not limited to print, electronic image, digital image and graphic depictions, and for any purposes whatsoever, including, without limitation, all promotional and advertising uses, and other trade purposes, as well as using Client's name in connection therewith, if Brubaker so desires; and

(b) the right to copyright said media in Brubaker's name or in any other name that it may select. Client waives the right to inspect or approve any use thereof.

(c) Client owned media submitted for Video Tape/DVD transfer will not be used by Brubaker in any promotional materials without separate written authorization.

Client hereby forever releases and discharges Brubaker from any and all claims, actions and demands arising out of or in connection with the use of said media or name, including, without limitation, any and all civil or criminal claims or actions including for use of image, invasion of privacy, defamation, slander and libel in exchange for the pricing Brubaker has offered Client.

Videotapes to be transferred during this promotion will NOT be sent to a third party vendor for transfer. The tapes will remain with Brubaker for the entire transfer process. Client further releases and discharges Brubaker from any claims, losses, expenses, fees including attorney fees, costs, and judgments that may be asserted against Brubaker as a result of Brubaker's use of or damage to any media, in any format whatsoever, provided to Brubaker by Client for use under and in connection with this Agreement. This release shall inure to the benefit of the assigns, licensees and legal representatives of Brubaker.

**VENUE:** The parties to this Agreement each agree that the venue for any dispute between the parties arising out of the Terms and Conditions or pertaining to the subject matter hereof may be had in the state courts of the Commonwealth of Pennsylvania sitting in York County, Pennsylvania or District Justice Court in Dillsburg, Pennsylvania.

**COLLECTIONS:** Brubaker is entitled to a 1% per month late fee on any outstanding balance owed to it by Client if the invoice is not paid within 30 days of receipt. If Brubaker has to pursue collection of debts due by Client, Brubaker shall be entitled to all collection costs, filing fees and reasonable attorney fees.

**SEVERABILITY:** In the event any portion of this Agreement is deemed to be invalid, illegal or unenforceable by a court of competent jurisdiction, it shall be modified to make it valid, legal and enforceable. In the event it cannot be so modified, it shall be removed from this Agreement and all other provisions shall remain in full force and effect.

**HEADINGS:** The headings of the sections, paragraphs and subparagraphs hereof are included for convenience of reference only and shall not affect the meaning or construction of this Agreement.

I have read and understand the Terms above and hereby agree to the terms as stated in this Agreement:

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Your Name/Client (Sign Above)  
Printed Name:

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Brubaker Media Group  
Printed Name:

Please forward an executed copy to Brubaker Media Group in person at the time of a videotape pick-up by Brubaker staff OR as an email attachment if you shipping tapes to Brubaker. Upon its receipt Brubaker Media Group will note its acceptance and return a fully executed Agreement to the Client.

E-mail: janice@brubakermediagroup.com OR dale@brubakermediagroup.com  
Phone: 717-889-0099

**The Brubaker Media Group heard about the rising cost of quality video service AND we responded.**

**We made the promise -**

**VALUE GAINED - - QUALITY REMAINS!**



*Great Service. Great product. In an age where service has gone by the wayside, it is nice to see some companies still go the extra mile to over deliver*  
*Diane P. - Citadel Broadcasting*

**Simply Ask about *Price. COMPARE.***

***We Listen.***

***We Create ...***



**Our hourly video production rates match budgets.**

**Brubaker Media Group creates for:**

- **Web Designers** Offering a *fresh* look to the otherwise static appearance of pictures with animation. Bring your web site alive with video. See samples at our website [www.brubakermediagroup.com](http://www.brubakermediagroup.com)
- **Company Trainers/Educators** Training Videos, lecture and presentation recording. Video to enhance Power Point presentations
- **Advertising and PR Agencies**  
Web Video, Radio and Television Commercial production. Flat Screen Exhibit Production
- **Real Estate Agents:** Virtual Tours
- **Attorneys** Video Accident Reenactments and Witness Depositions
- **Video producers** seeking audio sweetening, voice-over talent OR free-lance videography and video editing
- **Couples** planning **Wedding Celebrations** or **Anniversary Tributes**
- **School Sport Teams**
- **Clergy** Worship Aids
- **Funeral Directors** Tributes
- **Musicians** Concerts, Performance submissions for continuing education
- **Schools** Theatre and Talent Show Presentations



**[www.brubakermediagroup.com](http://www.brubakermediagroup.com)**

**717.889.0099**