

MOSAIC *Productions*

Video Transfer Agreement

Professional Media Services

ph: (800) 554-0935 fax: (928) 244-0246

5267 Warner Ave. #300

Huntington Beach, CA 92649

www.MosaicVideoProduction.com

The maximum amount of footage we can put on a DVD with good quality is 2 hours. Most tapes are 2 hours or less. So, we transfer one tape to one DVD. Each of these transfers is \$20 and includes the straight transfer cost, the DVD, a custom printed label, and case.

Some VHS tapes can be recorded in Long Play format. This allows the tape to hold up to 6 hours of video. We can still transfer this tape to DVD, but can only put 2 hours on the DVD. So, in this case, the tape would be put onto 3 DVDs at a total cost of \$60.

Please use this form below to indicate the quantities you would like as an estimate of the cost of your job. When we receive your order, we will review your footage and confirm the exact cost. The first copy of each DVD is included in the transfer cost. Any additional DVD copies are \$10 each.

	Total Quantity	Cost Per DVD	Total
Total Numbers of 2 Hour Tapes to Transfer		x \$20	
Total Number of extra DVD copies		x \$10	
		Subtotal	
		Shipping & Handling add \$10 (not required if picking up at our studio)	
		Total Cost	

Please complete all three pages of this form and include in your shipment.

Package your tapes in a water tight zip-lock bag and pack carefully in a shipping box. Wrap your tapes with newspaper or other packing material so they don't "rattle" during shipping.

Ship to Mosaic Productions, PO Box 1892, Huntington Beach, CA 92647.

Include a check for the estimated amount made out to "Mosaic Productions." If we find you have more or less footage than estimated we will refund or invoice the difference as appropriate.

Please contact us with any questions on your order. We look forward to working for you.

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Video Transfer Contract

Mosaic Productions is contracted to digitize your video. Client assumes responsibility that they have the legal right to copy the video they provide to digital format.

Mosaic Productions will take utmost care with respect to the exposure, editing, duplication and delivery of the video products and services offered. However, in the event that *Mosaic Productions* fails to comply with the terms of this contract due to any event or act outside the control of *Mosaic Productions*, their liability is limited to refund of the deposits or money paid.

This contract is agreed to by:

CLIENT'S NAME

DATE