

How To Order

Step 1.

Print this form and follow the directions below. If you have questions please call toll free 1-800-383-2903 or email support@DigitalMemoriesOnline.net.

Step 2.

Please fully complete this form and mail your tapes, completed form, and payment to

Digital Memories
5315 Grosbeak Glen
Orient, OH 43146

Formats Accepted

Currently we are accepting VHS and VHS-C formats. The VHS-C format tapes are smaller than standard tapes and are frequently used with some camcorders.

Customer Information

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone, Daytime: _____ Evening: _____

E-Mail Address: _____

Shipping Information

Check here if same as above:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone, Daytime: _____

Additional Information

When do you need your order completed

Standard turnaround time (normally two weeks after order is received)

Rush my order (\$25.00 fee) Date needed by ____/____/____

May we add you to our "Special Offers and Promotions" mailing list? For use by Digital Memories Only.

Check all that apply: E-Mail Standard Mail No Thank you

How did you hear about us?

Search Engine Advertisement Referred by Someone (Person who referred you)

Preferred Method of Contact

E-Mail Phone

DVD Information

What would you like the title of your disk to be? This will be printed on your DVD, DVD Case, and also used on your DVD's Menu.

Title: _____

How many tapes are you submitting?

Number of Tapes: _____

Chapter Points: You may choose to have chapter points input at set intervals of 10, 15, 20, or 30 minutes, or specify the time for each chapter on the form below. Each chapter point will have a "Thumbnail", on the chapter menu.

Would you like chapter points at set intervals or would you prefer to have them set at specific times? If set at specific times you will need to provide the times on the form below.

- I'll set the Times Manually
- Set my chapters at set intervals of
 - 10 Minutes 15 Minutes 20 Minutes 30 Minutes

If you decided to set your chapter point times manually please give us the starting time of each chapter below.

Pricing Form

Description	Price	Quantity	Subtotal, Quantity x Price
The number of hours of video you will be having transferred. A standard VHS tape holds 2 hours of video.	\$30.00 per hour of video transferred. Please place the number of hours in the quantity box.		\$
Check here if you would like a custom background on your DVD menu. <input type="checkbox"/> You will need to provide us with a photo for the background.	\$25.00 to add a custom background.	Not Applicable	\$
Check here to add Motion Chapter Points to your Chapter Menu. <input type="checkbox"/> Your chapter point thumbnails will contain video instead of stills if selected.	\$15.00 to add motion menus.	Not Applicable	\$
Additional copies of your DVD.	\$15.00 each		\$
Normal Shipping	\$10.00	Not Applicable	\$
2 nd Day Shipping	\$20.00	Not Applicable	\$
Rushed Service Fee: Only if you checked the rush my order box on the previous page.	\$25.00	Not Applicable	\$
Order Subtotal			\$
Minimum fee of \$50.00 for Video Transfers.			\$
Ohio residents should add 6.75% sales tax.			\$
Final Order Cost			\$

Payment Information

1. Pay by Credit Card by using this order form. Please enter the following information:

Visa MasterCard Discover American Express

Cardholders name exactly as it appears on card. _____

Credit Card Number _____

Expiration Date. ___/___/___

Total Amount to be charged. _____

Your Credit Cards Billing Zip Code. _____

Your Signature _____

2. Pay by check. Make checks payable to Digital Memories for the cost of your order. There is a \$25.00 fee for returned checks.

3. Credit Card Online. We will send an email link upon receiving your order. You may then make a payment online through our secure server.

4. Pay Pal. We will send you an email link with a payment button upon receiving your order. You can then make a credit card payment online through Pay Pal.

5. Credit Card over the phone. We will call you upon receiving your order to take payment.

Ordering Agreement

Our Guarantee

If for any reason you are not 100% satisfied with our work we will refund the full cost of your order. Refunds will be issued in the form they were paid to Digital Memories and the ordered materials, prints, CDs, or DVDs must be returned within thirty days of purchase. Please call or email support to receive a confirmation number before shipping materials back to us.

Copyright Liability Agreement: It is the customers' responsibility to assure compliance with copyright law. By signing below the customer states that they are authorized to use any and all photos, videos, films, or musical works, in the creation of the product created by Digital Memories. Digital Memories is not responsible for any misuse of copyrighted materials submitted by customers, and is not responsible for verifying copyright information. Digital Memories cannot be held accountable for works submitted by its customers. Liability Agreement: The submission of any image, video, or film to us for processing, printing, posting on the internet, or any other handling constitutes an agreement by you that if such image, video, or film is damaged, lost or mishandled by our company, agents, or employees, even though due to the negligence or other fault of any of the foregoing, or if any damage is caused by any product or service provided hereunder, or if unauthorized access is gained or misuse of an image is made by any third party, our liability will be limited to a full refund of any monies paid by you to us. The foregoing will be the exclusive remedy for any such loss, damage or mishandling. Recovery for any special, incidental or consequential damages is specifically excluded.

Our Privacy Policy

Digital Memories guarantees it will not sell, rent, lease or disclose your contact information, with any third party organizations. Your information will be exclusively used by Digital Memories for marketing and communications purposes only. We will never sell your information to a third party.

I acknowledge that I have read and understand the above statements.

Signature: _____ Date: ____/____/____

Printed Name: _____