

TOM HICKMA MEDIA**Service Makes The Difference****DATE:****Please ship your order to the address below.****Please pre pay your order on our web site before you ship it.****You may also send a check in with your order.****Typical turnaround is 2 weeks or less from when we receive your order.****Tom Hickman Media****206 Camp St****Middletown CT 06457****www.TomHickmanMedia.com****e-mail twhickman43@comcast.net****Phone: 860-347-9057****Cell: 860-490-2217****Please Print Clearly****PURCHASE ORDER
FOR ONLINE TRANSFER SERVICES****Phone:****Email:****Address:**

Please fill out the information below about your order, sign and date the agreement at the bottom. Please include a copy of this purchase order with your order when you ship your tapes to us. We cannot process your order without it. Do not send store bought movies and other copyright material unless you have written permission to transfer them. We reserve the right to reject any material we deem inappropriate (pornography) or copyrighted. If we reject your tapes you will receive a refund for your tapes minus the cost of shipping that you paid. If you have questions please contact us before you ship your tapes. 860-347-9057 office or 860-490-2217 cell phone. Thanks

P.O DATE	REQUISITIONER	SHIPPED VIA	DATE SHIPPED	PRE PAY PAY PAL
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VIDEO TAPES ARE TRANSFERRED TO DVD AND MP4 FILES YOU WILL GET BOTH FOR EACH TAPE. AUDIO CASSETTES ARE TRANSFERRED DIRECTLY TO MP3 FILES.. FLASH DRIVES ARE \$10 EACH. ORDERS OVER \$50 INCLUDE THE FLASH DRIVE

QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
	VHS tapes/VHS-C tapes	S-VHS, VHS and VHS-C tapes any length to DVD and MP4	25.00	
	8mm – Hi 8mm tapes	8mm and Hi 8mm any length to DVD and MP4	25.00	
	Digital 8mm tapes	Digital 8mm any length to DVD and MP4	25.00	
	Mini DV tapes	Mini DV tapes any length to DVD and MP4	25.00	
	Audio Tapes	We transfer all audio Cassettes up to 120 min.	12.00	
	16mm 8mm Super 8mm file to DVD and mp4 files 30 cents/ft	We transfer 16mm, 8mm, and Super 8mm file to DVD and Mp4 files for 30 cents per foot. You get both a DVD and a file of your transfer on a flash drive	0.30	
	USB flash drive	They are included with orders over \$50		

Special notes in this space, use a separate sheet of paper if necessary.

Tom Hickman Media is not responsible for orders lost in the Mail. You are responsible to ship your tapes to us and we will pay the return shipping and back your order up on our computer until you have safely received your order.

Limit of Liability: Submitting any video or audio tapes to this firm for processing or other handling constitutes an agreement by you that any damages or loss by our company, even though due to the negligence or other fault of our company, will only entitle you to refund for the transfer of that tape. Except for such refund the acceptance of the tapes is without other warranty or liability, and recovery for any incidental or consequential damages is excluded.

Customers**signature: _____****Date: _____ / _____ / _____**

SUBTOTAL
SALES TAX CT ONLY 6.35%
OTHER

TOTAL