PURCHASE ORDER
FOR ONLINE TRANSFER SERVICES

Tom Hickman 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 Make checks payable to Tom Hickman
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 or cell 860-490-2217

RETURN SHIP TO: NAME, ADDRESS, PHONE, EMAI

Please Print Clearly

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

QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
	VHS tapes/VHS-C tapes	**S-VHS, VHS and VHS-C tapes any length to DVD random chapters**	**15.00**	
	8mm – Hi 8mm tapes	**8mm and Hi 8mm any length to DVD random chapters**	**15.00**	
	Digital 8mm tapes	**Digital 8mm any length to DVD random chapters**	**15.00**	
	Mini DV tapes	**Mini DV tapes any length to DVD random chapters**	**15.00**	
	8mm Super 8mm & 16 mm Film Transferred	**Film Transfered is 20 cents per foot To MP4 and DVD, you get both.**	**0.20**	
	Audio Cassette Tapes	**Audio cassette tapes up to 120 min to MP3 files only. CDs are $10 extra if desired**	**15.00**	
		Note all video tape transfers are to DVD and MP4 files you get both		

SUBTOTAL		
SALES TAX CT ONLY 6.35%		
TOTAL		

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:_____/_____/_____