

## Media Transfer - Order Form

Print out this form to send with your recordings.

Mail to: **Sweet 16 Studio, PO. Box 77, Cornville AZ. 86325 928-634-0220**

Name \_\_\_\_\_ Phone \_\_\_\_ (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_ E Mail \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Please list the items you're sending:

**Cassette tapes / LP Records** - -  to Audio CD or  to MP3 - - - - Quantity \_\_\_\_\_ x \$15 = \_\_\_\_\_

**VHS Video tapes to DVD disc** - - - - - Quantity \_\_\_\_\_ x \$20 = \_\_\_\_\_

### Reel to Reel Tapes

Stereo or mono 1/4 inch reel to reels. Prices are determined by diameter of the reel.

(3 or 5 inch - \$30) - (7 inch - \$60) - (10 inch - \$75)  to Audio CD or  to MP3

Add up your reels and enter dollar amount - - - - - \$ \_\_\_\_\_

**Other Vinyl Records** (45 or 78 RPM)  to Audio CD or  to MP3 - Quantity \_\_\_\_\_ x \$ 8 = \_\_\_\_\_

**Extra copies?** CD and DVD copies are \$4 each (enter total number of copies) \_\_\_\_\_ x \$ 4 = \_\_\_\_\_  
List details if you want copies of only certain items or multiple copies.

**Audio restoration** - Reduces hiss & noise, enhances sound quality - - Quantity \_\_\_\_\_ x \$10 = \_\_\_\_\_

**Return Shipping & Handling** - US Mail up to 5 # - - Includes tracking - - - - - + \$ 10.00

**Payment:**  Check included  Paid online at [www.sweet16studio.com](http://www.sweet16studio.com)

Call Sweet 16 with credit card info **(928) 634-0220** - - - - - **Total** - \$ \_\_\_\_\_

Make checks payable to "Sweet 16 Recording Studio"

Please call or send e-mail when your package is sent to us. Thank You.

**Special Instructions?** Please list details:

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**Terms:** Cassette tapes over 75 minutes in length and VHS tapes longer than 2 hours will be transferred to 2 discs at a \$4 per disc charge. Transfer prices do not include graphics or titles. We use high quality CDs and DVDs which may display a company name. Old tapes can sometimes be sticky or brittle causing the tape to break during transfer. If this happens we will repair the tape (if possible) at no charge to you. If we are unable to transfer any of your media, a refund for the item will be issued. Orders requesting MP3 files will be provided on CD unless you provide a blank USB thumb drive with your order. Prices listed are for straight transfers without enhancements. Additional charges apply for enhancements such as removing noise, tape hiss, equalization etc. We cannot be held liable for any loss or damage relating to the services we provide. Sending media to us confirms your agreement to these Terms.

Thank you