

F23 OS Office Use Only: Date Rec'd _____ Ref(s) _____

Name Address

Tel No.

E-mail

List your Items For Conversion and tick the format sent and the format you want them converted to

What are you sending us?					Title of your item(s) you are sending (For identification purpose)	Which format would you like it converted to?					Which media do you require?			Annotate here if you require extra copies of your disc
Video Tape	Vinyl Record	Audio Tape	35mm Slides	Negs/Photos		DVD	MP4	CD	MP3	JPEG & TIFF	DISC	USB	DOWN LOAD	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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If you wish to supply your own USB stick please enclose at least a 32Gb capacity one. Please note we will erase it and format it prior to copying your files onto it. If you wish for us to supply you with a USB stick please tick the box below.

For Audio Vinyl and Cassettes
Copyright: We are able to digitally transfer your (original) vinyl records or cassettes onto CD where this is no identical re-released recording on a CD format. Or as a back-up copy to your original material. It is on the understanding the CD(s) we create is for your own personal, private listening pleasure and will not be sold, leased, hired or used in any public broadcast. You should retain the original recording as proof of ownership.
 Squiggle Media hold no copyright over the material sent to us and cannot be held responsible for any infringements of this law governing the recordings sent to us.
 Please tick to confirm you understand and will comply with this statement.

Payment Options (please tick method of payment)
 Cheque Enclosed Please make cheque payable to **Squiggle Media Limited**
 BACS On receipt of your order we will email you with our bank details and the amount payable.
 We can no longer accept PayPal payments due to their increasing fees which we are no longer allowed, under UK legislation, to include in our cost of services.

May we take this opportunity to thank you for your order. We recommend that you use sufficient packaging when sending your item(s) to us and use Royal Mail's Signed For Service to ensure safe arrival. On receipt we will check your order and e-mail you to confirm its safe arrival. We aim to have your order processed and returned to you within 5 working days of receiving it.

Please send this order form and item(s) to:
Squiggle Media Ltd
76 Thanet Road, Ramsgate, Kent CT11 8EH

Cost of service(s)

Number of Vinyl LPs (2 sides) sent x £16.95 £ _____

Number of Double Vinyl LPs (4 sides) sent x £23.95 £ _____

Vinyl 7" & 12" singles cost is **PER TRACK** x £2.00 £ _____

No. of Audio Cassettes sent x £18.95 £ _____

No. of Video Tapes sent x £17.95 £ _____

No. of Negs/Slides sent for Scanning x 0.47p £ _____

Supply USB Stick x £8.50 £ _____

No. of additional copies of disc(s) reqd. x £7.00 £ _____

Please Add Postage Costs
 Royal Mail First Class Signed For Service **£ 6.35**
 Please add 80p for **each additional** Tape or Record you are sending us to cover the extra postage..... £ _____

Total cost of this order.....£ _____