

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

Please Print Clearly

RETURN SHIP TO:

NAME _____

ADDRESS _____

EMAIL _____ PHONE _____

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. Or twhickman43@comcast.net Thanks

P.O DATE	REQUISITIONER	SHIPPED VIA	DATE SHIPPED	PRE PAY PAY PAL

QTY OF TAPE FOOTAGE FOR FILM	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 Film Transferred	Film Transferred is 20 cents per foot	0.20	
	16mm	Film Transferred is 20 cents per foot	0.20	

SUBTOTAL	
SALES TAX CT ONLY 6.35%	
OTHER	
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 and film 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: _____/_____/_____