

DID YOU KNOW? Our online ordering is fast and gives you an instant price quote!

# Film Scanning Order Form

# IMAGERS®

www.imagers.com

1575 Northside Drive, Bldg.400 Suite 490 Atlanta,GA 30318  
Voice 800-232-5411 404-351-5800 Fax 404-351-9020

New Customer? How did you hear of **IMAGERS**? \_\_\_\_\_

Company \_\_\_\_\_

Contact \_\_\_\_\_

Address \_\_\_\_\_

Suite/Room \_\_\_\_\_

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

Phone \_\_\_\_\_ Ext. \_\_\_\_\_

Fax \_\_\_\_\_ Night/Cell \_\_\_\_\_

E-mail \_\_\_\_\_

Fed Ex:  Priority  Standard  Econ. (2-day)  Saturday

Local Courier:  Normal  Rush

Customer Pickup

Other / Special:  See attached  See special instruction section

## Deadline

Received At Imagers : \_\_\_\_\_ DEADLINE: (due in hand) \_\_\_\_\_  
Date/Time Date/Time

## Payment Info

Imagers Account

AMEX  Visa  MasterCard  Discover

Card # \_\_\_\_\_

Name \_\_\_\_\_ Exp. date \_\_\_\_\_

## Optional Info

P.O. Number \_\_\_\_\_ Job Ref. \_\_\_\_\_

## Special Instructions

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Scan Pac™ Service

Total Number of scans from:

35mm = \_\_\_\_\_  4x5 = \_\_\_\_\_  120 = \_\_\_\_\_

35mm Film Formats, Standard Scanning Order:

Mounted 35mm

Every frame from strips of 35mm film

Turnaround for above:

- Standard:
  - Up to 50 scans - in by 10am, out same day
  - Up to 100 scans - in by 10am, out next day
  - Over 100 - spoke to \_\_\_\_\_, quoted \_\_\_\_\_ days
- Rush: Up to 50 scans - in by 3pm, out same day

35mm Film Formats, Special Scanning Order:

Selected frames from strips of 35mm film

Quote only: I spoke to \_\_\_\_\_ who quoted \$ \_\_\_\_\_  
per scan to be completed in \_\_\_\_\_ days.

4x5 and 120 Film Formats:

- Standard:
  - Up to 10 scans - in by 10am, out same day
  - Up to 20 scans - in by 10am, out next day
  - Over 20 - spoke to \_\_\_\_\_, quoted \_\_\_\_\_ days
- Rush: Up to 10 scans - in by 3pm, out same day

If problem occurs with job:

Stop/call: \_\_\_\_\_ (Changes Deadline)

Solve at additional cost. Don't Exceed \$ \_\_\_\_\_

Please provide all info requested above. Incorrect or incomplete information will delay processing of your order.

## FILM SUBMITTAL REQUIREMENTS

**120 & 4x5 film:** removed from mats or display boards.

**35mm film:** in standard slide mounts, strips or rolls, only.

## MINIMUM ORDER REQUIREMENTS

**Standard:** \$15 minimum order

**Rush:** \$30 minimum order

**Rush Jobs Require Confirmation . . . Please Call Us!**  
EXTRA CHARGES APPLY TO ANY RUSH ORDER

## AUTHORIZED SIGNATURE REQUIRED TO PRODUCE JOB

I have the legal authority to request these reproduction services. By submitting this job, I agree to be bound by all of Imagers terms, conditions, and guidelines as stated on Imagers website. I further authorize this work and guarantee payment upon job completion or within terms that we have both agreed upon.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_