

# Scan To Digital Order Form

Customer Information		
<b>Name</b>		
<b>Address</b>		
<b>City</b>	<b>State</b>	<b>Zip</b>
<b>Phone Number</b>	<b>Alternate Phone Number</b>	
<b>Email Address</b>		
<b>Return Shipping Address Same As Above? Yes / No</b>		
<b>Shipping Address</b>		
<b>City</b>	<b>State</b>	<b>Zip</b>
<b>Preferred Method of Return Shipment:</b>		
<input type="checkbox"/> UPS <input type="checkbox"/> USPS <input type="checkbox"/> Fed Ex <input type="checkbox"/> <a href="#">Check here to waive Signature Guarantee on your return shipment.</a>		
<b>Product Information - (check all that apply)</b>		
<input type="checkbox"/> Individual photos scanned at 300 dpi placed on a CD / DVD 12¢ each	<input type="checkbox"/> CD	
<input type="checkbox"/> Upload images to a 14 day trial account with Smug Mug Photos - Free	<input type="checkbox"/> DVD	
<input type="checkbox"/> Individual photos scanned at 600 dpi placed on a CD / DVD 15¢ each	<input type="checkbox"/> CD	
<input type="checkbox"/> Upload images to a 14 day trial account with Smug Mug Photos - Free	<input type="checkbox"/> DVD	
<input type="checkbox"/> Individual slides / negatives (per frame) placed on a CD / DVD scanned at:	<input type="checkbox"/> CD	
<input type="checkbox"/> 2400 dpi - 27¢ each	<input type="checkbox"/> DVD	
<input type="checkbox"/> 3200 dpi - 33¢ each		
<input type="checkbox"/> 4800 dpi - 39¢ each		
<input type="checkbox"/> Upload images to a 14 day trial account with Smug Mug Photos - Free		
<input type="checkbox"/> Slides / negatives scanned in TIFF - Additional 10¢ per scan		
<input type="checkbox"/> Additional set of photo CD's or DVD's \$10.00	<b>Quantity</b>	
<input type="checkbox"/> Photo Album Scanning		
<input type="checkbox"/> \$1.00 per page 300 d.p.i.		
<input type="checkbox"/> \$1.75 per page 600 d.p.i.		
<input type="checkbox"/> Upload images to a 14 day trial account with Smug Mug Photos - Free		
<input type="checkbox"/> Digital Photo Frame – Includes a 2GB SD card with your scanned images (does not include scanning of images) - \$75.00	<b>Quantity</b>	
<input type="checkbox"/> Reverse side scanning of photos (captures text) 3¢ each image		



**Copyright Agreement:**

Scan To Digital will not, unless you are the owner or have permission to reproduce the work, duplicate or accept any copyrighted materials. You agree, by sending us your order that you are the owner or have permission to reproduce the work. It is the responsibility of the customer to obtain a release waiver signed by the photographer if the images you submit have a copyright symbol (©). This release waiver must state that you are allowed to have the image duplicated, restored, altered, copied or scanned. You must include a copy of this release waiver with your shipment to scan to digital. If we do not receive a release waiver, you are implying that these are your photos and you grant or have permission to have it duplicated or scanned.

You agree by submitting your order to indemnify and hold scan to digital and its employees, agents, officers, directors, affiliates, licensors and business partners harmless from and against any and all costs, damages, liabilities and expenses (including attorneys' fees and costs of defense) scan to digital or any other indemnified party suffers in relation to or arising from a breach of your representations and warranties.

**Limit Of Liability:**

We aim to provide our customers with the very best work and we always strive to make sure to protect your orders. Submitting any print, film, document, digital media, or miscellaneous object to scan to digital for processing, printing, scanning, photo restoring or other handling constitutes an AGREEMENT by you that no warranty is established or entered into and any loss or damage by scan to digital, our company, subsidiary, or agents, will not entitle you to any compensation nor recovery. Acceptance by our company, subsidiary and/or agents of the print, film, document, digital media, original photos for restoration, or miscellaneous object is without other liability or warranty, and recovery by anyone for any incidental or consequential damages is excluded irrespective of whether the damage occurs because of our negligence, breach of contract, strict liability or other cause. We are not responsible for orders or materials left unclaimed for more than 30 days after completion of our process. We may change our prices and services without notice.

Whether damaged by fire, lost, through negligence, theft, or any other means, for customer supplied items that are submitted with orders, scan to digital does not assume any liability. YOU AGREE THAT SCAN TO DIGITAL IS NOT LIABLE AND THERE WILL BE NO COMPENSATION OR PAYMENT OF ANY KIND IN THE UNLIKELY EVENT THAT YOUR ORDER IS MISPLACED, LOST OR DAMAGED.

**Notice:**

Your images may be processed using an automated process designed to digitally preserve your images. This process is not designed to archive as professional images are with museum-quality clarity. Scans are as low as 12-cents each. We will provide no refund for scanning (although we will make a good faith effort to resolve issues). You agree and understand that we cannot guarantee the image quality of the reproductions or individual quality control your files due to the process.

**I have read, understand and agree with the statements above.**

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**Signature**

**Date**

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**Signature**

**Date**

**Mail completed form and pictures to:**

**Scan To Digital 2801 Wade Hampton Boulevard Suite 115 #181  
Taylors, South Carolina 29687-2781  
864-567-6922**