



## Guide to Ordering, Services and Prices

<u>Item</u>	<u>Number Required</u>	<u>Cost per item</u>	<u>Total</u>
<b>Video Services</b>			
<i>Producing a DVD or Blu-ray from your films or video tapes</i>			
<b>Standard charge</b> This includes the cost of a finished DVD with a personalised printed face and matching case.	One Standard Charge (see Notes below)	£5.00 for producing DVD disc £6.00 for producing Blu-ray disc	
<b>Cine Film (Standard 8 and Super 8)</b>			
3 inch reels		£6.00 per reel	
5 inch reels		£12.00 per reel	
<b>VHS and SVHS tapes</b>			
Up to 90 mins		£10.00 per tape	
Over 90 and up to 180 mins *		£13.00 per tape	
Over 180 and up to 240 mins *		£16.00 per tape	
<b>Mini DV camcorder tapes</b>			
All lengths		£10.00 per tape	
<b>Digital 8, Hi 8 and Video 8 tapes</b>			
All lengths		£10 per tape	
<b>Basic costs for transferring video to DVD (plus any extras below)</b>			
<b>Optional Extras for Video Services</b>			
<b>Adding Music</b> (please supply a CD with a note of the music you'd like - CD will of course be returned).		Guide Price £3 for each DVD / Blu-ray	
<b>Adding a Menu to the DVD / Blu-ray</b> (a menu at the start of the DVD / Blu-ray will allow you to go straight to the sections of the video you've specified with your order)		Guide Price £3.00 for each DVD / Blu-ray	
<b>Full Video Editing</b> Much can be done at a very competitive price - Just let us know what you'd like.		Guide Price From £3	
<b>Audio Editing</b> Digitally enhancing the sound from your video tapes prior to creating the DVD		Guide Price from £2	

<b>Extra Copies</b>		
Extra DVD copies in personalised DVD cases (useful as gifts) Order within a month of receiving your completed DVD for this special price.	£5.00 per DVD	
<b>Return Postage</b> This is a standard charge to return your films and other supplied media back to you along with the completed Master DVD using Royal Mail Signed For. Let me know if you would prefer an alternative method.		
		£5.00
<b>Total Cost</b>		
<b>Deposit to be sent with your order (half the Total Cost figure)</b>		

***All the above information is intended as a guide. But please give us a call, text or email if you'd like more information on our services, pricing and discounts***

***Notes just for your information***

\* Each Master DVD will hold up to 60 minutes of best quality video or 90 minutes of good quality video. Blu-ray discs hold much more.

If you'd like to add optional music to a video, please let us know the music you'd like to have.

The option of a menu on your DVD is useful for longer videos, particularly when a number of shorter videos are transferred to one DVD or Blu-ray. We will consult with you for any particular wording you'd like on the menu.

Please check the 'How to Order' page before sending your order (see next sheet – or check details on our website)

*www.todvdshop.co.uk*



## How to Order

**The easiest way is to just give us a call, text or email outlining your requirements and we can guide you from there.**

### Or if you prefer:

1. Complete the Order Form / Price List. If you have any questions or special requests, please don't hesitate to get in touch (contact details below).
2. Securely pack your videos etc. for despatch and send them to the address below. Padded envelopes or a small box with padding (depending on the size and weight of your materials) should suffice, and we recommend using a reliable service that will 'track' the delivery e.g. Royal Mail 'Signed For' service.
3. Enclose your payment (cheque / postal order made payable to A Craft) for one half of the total cost as completed on the Order Form. The other half of the payment only becomes payable after you have received the completed presentation DVD and are completely satisfied.
4. Please don't forget to include this form and your cheque with your cine / videos etc. when packing them for despatch. Please do make sure your name and address and other contact details are fully completed below.

#### *Please Note:*

*Transfer to DVD or Blu-ray can take up to three weeks, but normally will be completed within 7 to 10 working days. Every care will be taken with your materials whilst the transfer work is undertaken, but any liability must be limited to the cost of raw materials themselves.*

#### Send your videos etc. to:

**To DVD Shop  
Oleander  
Rehoboth Road  
Five Roads  
Llanelli  
SA15 5EX**

**Tel: 07964 321121**

**Email: [enquire@todvdshop.co.uk](mailto:enquire@todvdshop.co.uk)**

**Website: [www.todvdshop.co.uk](http://www.todvdshop.co.uk)**

Your Details	
Name	
Address	
Telephone No	
Email address (optional)	
Payment enclosed £ (cheques / postal orders made payable to A Craft)	

#### Agreement:

I understand that when requesting this work, I will notify To DVD Shop of any known problems or issues with any of the material supplied. In return, To DVD Shop will use their best endeavours at all times to provide a high quality finished DVD product.

Signed \_\_\_\_\_

Date \_\_\_\_\_

**N.B. Don't forget to include this form with your videos before you send them!**