

jake richard.

Audio & Video Conversion Services

Jake Richard T/A Headjog Creative

Please print all pages of this form and supply it with your order. If you have any questions, please email me at jake@jakerichard.co.uk or call 07985 433 090. If you don't have access to a printer, then please just include a note with the relevant details.

Your details

Name _____ Tel _____

Address _____ Email _____

Postcode _____

Order details

Please list all audio & video sources you are including

	Qty	Duration (If known)	Other Details
Audio Formats			
Vinyl LP			
Vinyl Single / 12"			
Cassette Tape			
Reel to Reel			
MiniDisc			
Other			
Video Formats			
VHS Video			
Mini DV			
DVCam			
Hi8 Tape			
VHS-C			
SD Card			
Photos			

Jake Richard

tel: 07985 433 090 | j.richard@headjog.co.uk

headjog.co.uk | jakerichard.co.uk | creativeindigital.co.uk | teknologi.co.uk

Preferred method of payment

Payment can be supplied at the time of your order by Cheque payable to J Richard or bank transfer on completion.

- I have enclosed a cheque
- I wish to pay via PayPal
- I wish to pay cash on collection
- I wish to pay via bank transfer

Client Signature: _____

By signing this form, I confirm that I am the copyright owner of the audio/video footage enclosed

Getting your order to me

Please package your audio/video well and send to:

Jake Richard
Audio & video transfer services
5 Chapel Street
Carleton
BD23 3HE

Footage that is of personal/emotional value should be sent via tracked or special delivery

Terms & conditions

Old footage such as reel to reel or worn VHS video may have deteriorated if not stored correctly or overplayed, whilst every precaution is taken, I am not responsible for any damage due to: tape stretch, fragile tapes, worn vinyl, or de magnetised tapes that could potentially be damaged during the transfer process

Prices quoted are valid for 30 days

Special requirements

One form might not cater for all needs, therefore if you have special requirements, wish to get a quote for bulk digitization or require your order by a certain date then please contact me: jake@jakerichard.co.uk

J a k e R i c h a r d

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