

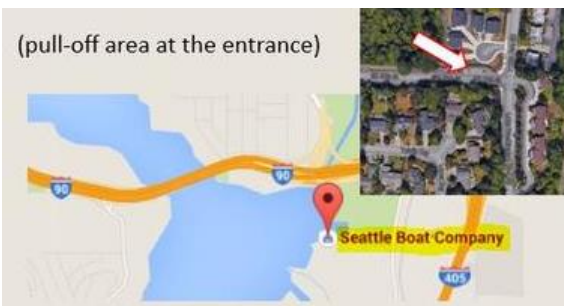
Lotus Media



How to prep your movies, slides, and negatives.

Follow the steps below to ensure a great experience.

1. Number the videos. If you would like to have the videos transferred in a specific order (i.e. chronological) please number them with a marker.
2. Print and complete the next page and include with your videos / photos.
3. Get confirmation of your appointment location and time. We'll send an email confirming your appointment.



Newport Marina / boat launch

Weekdays

12pm (noon)

7pm

Weekends

10am

3911 Lake Washington Blvd SE

4. On the day of your appointment, please call/text 425.243.2564 when you are 5 mins away. Look for a driver with a bright **ORANGE** cap. The vehicle will have a Lotus Media sign inside.



Thank you!! We'll be in touch when the transfer has been completed with the total balance due.

Lotus Media Order Form



(please complete and print this page and drop it off with the tapes)




Name Mailing Address

Company Name (if applicable) City, State, ZIP




Email Address Phone Number

Notes and Special Instructions

Delivery Options

- Cloud Delivery** 
(\$5 per 8hrs) (8GB)
Output will be posted to Google Drive for 30 days.
- Flash Drive Purchase** 
(\$10 per 16hrs) (16GB)
An hour of footage is roughly 1GB
- Self-Provided Flash Drive/HDD** 
(\$5 per 32hrs) (32GB)
Best for orders of 20+ tapes

Upgrades

- Rush Processing** 
(+\$3 per tape)
Standard Processing time is 10 business days. Your files will be ready in just 2 days with Rush.
- Lifetime Backup** 
(+\$1 per tape)
Rest easy knowing the tapes are permanently backed-up in our data center.
- DVDs** 
(+\$5 per tape)
Get machine-playable DVD for just \$5 per tape per disc. Each disc hold up to 2 hours of footage.

Return/Recycle?

- Recycle** 
(Complimentary)
All tapes retained for 30 days after processing in case you change your mind
- Pick-up** (Complimentary)
Meet-up again and return tapes
- Local Drop-off** (\$20)
Drop-off the tapes at my home
- Economy Return** 
(\$5 + \$.50/tape)
8-12 Business Days
- Priority Return** 
(\$10 + \$1/tape)
3-4 Business Days

Tape Repair Opt-out. We offer basic tape repair services for \$10, the fee covers up to two (2) splices. We will attempt to repair the tape if it does not play. We'll be in touch if more advanced repair is needed. Please check this box if you do not wish to have your tapes repaired.

Copyright Release. Please check this box and sign/date the statement below if the materials to be digitized are copyrighted.
I agree to only use the produced digital file(s) for personal (non-commercial) use.

(printed name) (signature) (date)

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www.lotusmedia.us | (425) 243 2564 | support@lotusmedia.us