




Phone: (919) 773-4965
 (919) 244-4778
 Email: info@encorevideoalbums.com

Customer Information			
Name:		Email:	
Address:			
City:	State:	Zip:	
Day Phone:		Evening Phone:	
Is this a surprise for anyone who might answer any of the above phone numbers? Yes _ No _ If so, please list whom we should not leave a message with:			

Order Information	Quantity	Package Price	\$
Personal Package Prices Basic: \$59 Standard: \$109 Prime: \$179 Ultra: \$249 Premium: \$319			
Business Package Prices Basic: \$250 Ultra: \$350 Premium: \$450			\$
Additional Title Slides 1 title slide is included in package price. This typically starts the slide show. For a wedding this is usually the couple's name and date. Additional title slides are a great way to introduce each section of the slide show.		x \$2.00 each =	\$
Additional Photos \$2 for each photo that exceeds your package allotment.		x \$2.00 each =	
Number of Captions on individual photos		x \$2.00 each =	\$
Credits/Thank you on solid background		x \$2.00 each =	\$
Credits/Thank you superimposed with picture of choice		x \$5.00 each =	\$

Family Tree Slide A great way to celebrate a growing family or several generations. (up to 8 pictures)		x \$15.00 each =	\$
Video Clips (Each clip up to 2 minutes max.) MPEG, Mini DV, VHS		x \$5.00 each =	\$
Scanning (photos, negatives, and slides) We can scan for you if you are unable to provide your pictures on disc.		x .50 each =	\$
Photo Archiving to CD Get all of your photos out of the boxes and preserve them for life on CD. Includes scanning, some repair, and retouching.		x \$30.00 per 20 photos = (\$30 minimum)	\$
Gift Certificates A great gift for someone you care about. No expiration. Good toward any service.		x \$25.00 increments =	\$
Music Purchase If you don't own a copy of the songs you want, we can purchase the music for you.		X \$1.00 each=	
Number of duplicate DVD/CD copies Additional DVD's/CD's make great gifts for parents & other family members. Each disk is labeled using Lightscribe and comes in a clear jewel case.		X \$10.00 each=	
Shipping Standard \$15 - (Typically completed within 14 days of receipt of order and shipped using Priority Mail.) Expedited \$50 - (Typically completed within 72 hours with Express shipping.)			\$
		Total:	\$
NC State Tax		x 6.75%	
		Grand Total:	\$

Payment Options (full payment due at time of project submission)

- Check/Money Order -**
Make payable to: Encore Video Albums, LLC and include with this order form.
- Credit Card -**
You will receive an email invoice with instructions on how to pay online using 

Our Contract

The customer shall release Encore Video Albums, LLC. from all liability pertaining to loss or damage of all media types, during shipping to or from our company, and while in our care. The customer understands and agrees that all music provided on the part of the customer is an original, legally purchased C.D., and that all photos used are free of copyright protection, or that written permission is granted by the copyright holder. It is understood that the customer may not duplicate any part of an Encore Video Album, LLC Production for any reason, and that any reproduction is done solely on the part of Encore Video Albums, LLC. The Customer agrees that full payment is due upon placement of the order and that the order will not be shipped prior to receipt and verification of payment. Encore Video Albums, LLC and its subcontractors retain the right to display video albums and other graphic design elements as examples of their work in their respective portfolios. Upon submission of this form customer has entered into a legal contract with Encore Video Albums, LLC.

Signature:

Date:

Deadline:

Our typical turn around time is 2 weeks. If this is for a special occasion, please let us know the

event date and the date you need the project by.

Event Date:

Date Needed by:

Slideshow Title Slide Information:

Please specify the title to be used for your DVD. This typically appears as the first slide introducing the slide show. A font and color will be chosen to match the mood of the Slide Show. For example:

John & Michele
June 15, 2002

Title: _____

Additional Title Slides Information: (each additional title slide: \$2.00 each)

All packages come with one title slide at the beginning of a show (see above). Additional title Slides are generally used to introduce a set of pictures or as a way to end the slide shows. For example you may have a title slide that has your fiancé's name and birth date followed by photos pertaining to him/her. Attach another sheet if necessary.

Additional Title Slide Text	Insert Where?

Captions (text on photos: \$2.00 each for captions exceeding package allotment)

Attach another sheet if necessary.

Captions	Insert on which photo?

Credits & Thank yous

An opportunity to give thanks to a loved one or recognize important members of a family, wedding party, etc... Text will be on solid background (**\$2.00 each page**) or superimposed with a picture of your choice (**\$5.00 each page**). Attach another sheet if necessary.

Text	Insert on which photo or where, if not a photo?

Video Clips (\$5 for each segment)

Include special memories caught on video. Segments can be combined or dispersed throughout slideshow. Please send video in MPEG format, Mini DV or VHS.

Segment (counter # beginning to end)	Where in slideshow (After which photo?)

DVD Setup

Continuous Loop

Some people like to have the DVD authored so it continuously loops when it's completed. If you would like your slide show set to a continuous loop, please indicate here.

- No continuous loop needed
- Continuous loop requested

Music Information:

If you own the music you would like in your slide show, we include that at no charge to you. Simply send the CD's with your order. We are able to accept burned CD copies and music in MP3 format. We can also purchase the music on your behalf for \$1.00 each. Please include the appropriate amount of music with your slide show based on the package you purchase. While creating your DVD, if we find the song you have chosen is too long for the amount of pictures you have selected (meaning that the pictures will show on the screen too long) we will fade the song out at the end. All CD's will be returned with final product.

Please indicate below which songs you'd like to include and what pictures they should be shown to.		
Song Title	Location	Slides Played During
Example: I Will Be Here	Stephen Curtis Chapman/Track 4	1-36

Transition Preference:

Transitions are how your slide shows moves from one picture to the next. Some people prefer an elegant fade in/fade out for slower songs; some prefer faster livelier transitions for up-tempo songs, while others prefer a mix.

- Crossfade
- Upbeat
- Let an Encore Consultant decide

How did you hear about us?

Mailing Instructions:

Please number your photographs on the back using a sticky note & pencil in the order that you would like them to be displayed. When sending them we recommend that you place them in a zip-lock baggie or envelope. We also recommend that you send the photographs in a box to prevent bending. If sending in an envelope it may be helpful to line the envelope with cardboard and to mark the envelope, as PHOTOS DO NOT BEND on the package.

You may submit your Order Form and Pictures to:

Encore Video Albums, LLC
744 Seastone St.
Raleigh, NC 27603

Questions?

We are happy to assist you in any way we can during this process. Please feel free to contact us either by phone or email.

Email: info@encorevideoalbums.com

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