



ORDER FORM

Order Date: / /

Please despatch with your tapes to:

SimplyDV Limited
Suite 30
Milton Keynes Business Centre
Foxhunter Drive
Linford Wood
Milton Keynes MK14 6GD
Tel: 01908 698938
Email: sales@simplydv.co.uk

Your Name:

Organisation*:

Address:

Town or City:

Post Code: Tel:

Email Address:

* optional

PLEASE WRITE CLEARLY!

PLEASE LIST THE ITEMS TO BE DIGITALLY TRANSFERRED

In order that we can expedite your order please provide accurate information about your requirements. If you are unsure about anything, please email us at sales@simplydv.co.uk or telephone us during normal UK office hours.

QTY	TAPE FORMAT (Eg: VHS, Betamax, Hi-8)	COPY TO (Eg: DVD)	COST EACH	£ TOTAL
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SPECIAL INSTRUCTIONS / NOTES

Sub-TOTAL £:

Collection / Delivery* £:

TOTAL £:

* Optional Collection / Delivery service costs £5.00 and is available within Milton Keynes city boundaries only.

HOW YOU WISH TO PAY (PLEASE TICK)

PAYPAL CHEQUE CASH** CREDIT/DEBIT CARD*** PLEASE INVOICE****

Note that if you are intending to pay by PayPal, there is no need to pay in advance. We will total up the cost of your order for you and once you've agreed it we will then send a PayPal invoice to your PayPal email address.

PLEASE MAKE CHEQUES OR POSTAL ORDERS PAYABLE TO "SIMPLYDV LIMITED".

** Please note that Cash is payable on delivery of completed job where the Collection/Delivery option is selected. Otherwise, cash is payable when you deliver your source materials to us. *** We use PayPal to clear Credit and Debit card funds. You do not need a PayPal account in order to use this facility. **** Please note that goods will only be despatched to you upon full clearance of payment due in each case. Invoices must be paid and cleared in full before goods are released.