

**Alamo Film and Video Transfer Services**  
**157 Trillium Ln.**  
**Castle Hills, Texas 78213**  
**(210) 279-6637**  
**Video Transfer Order Form**

**Contact Information (please PRINT in CAPITAL letters):**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: (\_\_\_\_\_) - \_\_\_\_\_ - \_\_\_\_\_

Email Address: \_\_\_\_\_

**Tape Information:**

**Consecutively number all tapes in the order they are to be transferred.** Place the number on each tape, not the tape box or cover.

Total number of tapes: \_\_\_\_\_

**Type of service (pick one):**

Full Edit ☐ (\$26 per hour)

Straight Transfer ☐ (No editing/titling. \$14 per hour)

Video tape repair (when possible as needed): \$10.00 per cassette

**Transfer my order to (pick one):**

<input type="checkbox"/> USB Drive or Stick <input type="checkbox"/> Windows <input type="checkbox"/> Apple	<input type="checkbox"/> DVD	<input type="checkbox"/> Blu-ray Disk
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**Note:** USB devices will be supplied by us and billed at cost. Due to security concerns we cannot accept customer devices

**Optional Extras**

Additional DVD/Blu-ray copies (\$10 per additional disc): \_\_\_\_\_

Additional USB drives \_\_\_\_\_

**A deposit of \$40.00 is required to start the work (unless paying by credit card).**

You will be advised as to the final payment due when the project is completed. Upon receipt of the final payment your order will be shipped back to you

# Media Transfer Risk Disclaimer

By engaging in the process of transferring media (hereinafter referred to as "the Process") with Alamo Film and Video Transfer, you acknowledge and agree to the following:

**1. Assumption of Risk:** You understand and accept that the Process involves the handling and transfer of media, including but not limited to, film, magnetic tape, digital files, physical storage devices, and other forms of media. You acknowledge that, despite the implementation of industry-standard precautions, the Process carries inherent risks, including but not limited to, damage to the original media.

**2. No Guarantee of Damage Prevention:** While Alamo Film and Video Transfer takes all necessary industry-standard precautions to minimize the risk of damage to your original media, we do not provide any guarantee or warranty, express or implied, that the media will be free from any damage or loss during the Process.

**3. Limitation of Liability:** To the fullest extent permitted by applicable law, Alamo Film and Video Transfer shall not be held liable for any direct, indirect, consequential, special, or incidental damages, including but not limited to, loss of data, loss of profits, or damage to media, arising out of or in connection with the Process.

**4. Media Backup:** It is your sole responsibility to ensure that you have an adequate backup of any digital media provided as a result of the Process. Alamo Film and Video Transfer strongly recommends that you maintain a backup copy of your media to mitigate the risk of any potential damage or loss.

**5. Release and Indemnity:** You hereby release and indemnify Alamo Film and Video Transfer, its employees, agents, and affiliates from any claims, liabilities, damages, or losses arising from or related to the Process, including any damage to the original media.

By proceeding with the Process, you acknowledge that you have read and understood this disclaimer, and you voluntarily assume the risks associated with media transfer.

This disclaimer shall be governed by and construed in accordance with the laws of Bexar County, State of Texas, and any disputes arising from or related to this disclaimer shall be subject to the exclusive jurisdiction of the courts in Bexar County, State of Texas

Printed name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Title my tapes as: \_\_\_\_\_  
(This is the title you want to appear as your tapes are starting)

### Tape Table of Contents

**Please fill out this table as completely as possible**, as your entries here will determine what the DVD menu and chapter headings will be, as well as any sub-titling added. There is an example table below to help you in filling out this section. If you need additional room, please make a note on this page, and continue on separate pages.

Tape Number	Description	Sub Title
1		
2		
3		
4		
5		

Example:

Title my tapes as: *Jones Family History*

Tape Number	Description	Sub Title
1	<i>Midway through you will see tall mountains</i>	<i>Rocky Mountains Vacation 1978</i>
	<i>Near end you will see a Christmas Party</i>	<i>Christmas 1978</i>
2	<i>At the beginning you will see a house with flowers</i>	<i>New House 1980</i>
	<i>Group of ladies dressed up</i>	<i>Easter 1980</i>
	<i>Animals in a Zoo</i>	<i>San Antonio Zoo 1980</i>