



# FCTV-13

## Falmouth Community Television

### Duplication Request Form

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

I WISH TO: \_\_\_\_\_ PURCHASE BLANK TAPE  
 \_\_\_\_\_ PURCHASE COPIES OF THE PROGRAM BELOW

HOW MANY IN WHICH FORMAT? VHS \_\_\_\_\_ S-VHS \_\_\_\_\_ DVD \_\_\_\_\_

I WILL PROVIDE MY OWN TAPE(S) \_\_\_\_\_ I WILL PURCHASE TAPE(S) \_\_\_\_\_

PROGRAM: \_\_\_\_\_

*SUMMARY OF CHARGES*

	<u>QTY</u>	<u>FCTV MEMBER</u>	<u>NON-MEMBER</u>	<u>TOTAL COST</u>
<b>BLANK TAPE COST (if not provided by you – only high quality tapes will be accepted)</b>				
VHS VIDEOTAPE	T-120 _____	\$ 4.00 Ea	\$ 6.00 Ea	\$ _____
	T-160 _____	\$ 5.00 Ea	\$ 7.00 Ea	\$ _____
	T-180 _____	\$ 6.00 Ea	\$ 8.00 Ea	\$ _____
SVHS VIDEOTAPE	T-120 _____	\$ 7.00 Ea	\$ 9.00 Ea	\$ _____
	T-160 _____	\$ 8.00 Ea	\$10.00 Ea	\$ _____
	T-180 _____	\$ 9.00 Ea	\$11.00 Ea	\$ _____
DVD	_____	\$ 3.00 Ea	\$ 5.00 Ea	\$ _____
<b>TOTAL BLANK TAPE COST</b>				\$ _____

**DUPLICATION EQUIP. COST (per hour or part thereof)**  
 \$10.00/Hour \_\_\_\_\_ **DUPLICATION EQUIP. COST** \$ \_\_\_\_\_

**LABOR COST (if not done by the Producer)**  
 \$ 5.00/Hour \_\_\_\_\_ **TOTAL LABOR COST** \$ \_\_\_\_\_

**SHIPPING & HANDLING**  
 \$ 4.00 per tape \_\_\_\_\_ **TOTAL S & H COST** \$ \_\_\_\_\_

**PROGRAM LENGTH:** \_\_\_\_\_ **TOTAL COST** \$ \_\_\_\_\_

**ALL DUPLICATION REQUESTS MUST BE PRE-PAID. MAKE CHECKS PAYABLE TO FCTV. WE WILL CALL YOU WHEN YOUR TAPE IS READY FOR PICK-UP.**

**FCTV does not make partial copies of programs**

(FOR STAFF USE ONLY)

DATE REQUESTED: \_\_\_\_\_ ASSIGNED TO (Staff only): \_\_\_\_\_  
 AMOUNT PAID: \_\_\_\_\_ NUMBER OF TAPES USED: \_\_\_\_\_ TYPE: \_\_\_\_\_  
 COMPLETED BY: \_\_\_\_\_ DATE COMPLETED: \_\_\_\_\_  
 CUSTOMER CONTACTED ON: \_\_\_\_\_ DATE DUB RECEIVED: \_\_\_\_\_  
 PMT DATE \_\_\_\_\_