# James V. Brown Library <br> MEMORY KEEPER CONVERSION FORM 

## Please fill out all information

Full Name
$\square$

E-Mail
$\square$

## Address

$\square$
Phone Number Notes

## Type of tape and description

| Tape \#1 and quantity | Original format | Converting to | DVD | USB drive |
| :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | USB drive |
|  | Original format |  | DVD |  |
| Tape \#2 and quantity |  | Converting to |  |  |
| Tape \#3 and quantity | Original format | Converting to | DVD | USB drive |
|  |  |  |  |  |
|  |  |  | DVD | USB drive |
| Tape \#4 and quantity | Original format | Converting to |  |  |

## PRICE IS \$15 PER COPY (UP TO 120 MINUTES) PLUS TAX

Total \# of tapes provided

Number of copies

Total cost $+6 \%$ sales tax

NOTE: The library will not convert tapes that contain copyrighted material.

## Customer signature

$\square$ Date $\square$

Staff initials $\square$

