VIDEO CONVERSION ORDER FORM

JAMES V. BROWN LIBRARY

Customer Information

Full Name _____ E-Mail _____

Phone Number _____

Use a separate line for each tape/disc being created

Description	VHS or DVD Conversion ($15 Each)	No. of DVD Copies ($1 Each)	No. of USB Drives ($10 Each)	Subtotal
			Estimated Total Before Tax	

Note: The Library will not convert media that contains copyrighted material.

Signature _____ Date Received _____

(Staff Use Below this line)

Patron Notified ☐Email ☐Phone

Notes:

Conversions _____

DVD Copies _____

USB Drives _____

Total Before Tax _____