



Non-Package Digital Archiving Order Form

Customer Information: (If returning to a different address, please note on reverse)

Contact Name

Address

Email

Phone

Please Select:

Item

Quantity

Total \$

Photos (20¢/ea)

Album Pages (\$1.00/ea + 15¢/per photo)

35mm Slides (30¢/ea)

35mm Negatives (35¢/ea)

Med (\$1)/Lrg (\$2) Format Negatives

Video Tape (\$20/tape)

External Hard Drive (\$60)

USB Flash Drive Upgrade (\$15)

Additional Data Disc Copies (\$10/each)

TOTAL (add \$15.95 return shipping)**

*** If in AZ please add 8% Sales Tax

Select Payment Method (payment must be received prior to shipping out of completed order):

Check Enclosed

Email me a payment request

Call me for payment

Credit Card (See below)

Credit Card Number

Exp. Date (mm/yy)

CID code

Digital Archiving Order Information

The purpose of using a Non-Package Order is for quantities of items that are less than our Scan-A-Box packages or unique items that are not covered under our packages (negatives, albums, etc.).

Folders: Due to the smaller quantities of items, we cannot scan into groupings or electronic folders. All images will be scanned into a single electronic folder. Please call/email us with any questions or if you have special needs that would necessitate electronic folders (fees will apply).

Labor Fees/Special Handling: All standard labor fees & special handling fees will apply to Non-Package Orders at the rate of \$15/hour. Please see our website at: <https://vistapixmedia.com/photo-scanning-guidelines-fees-v1-1-2021/> for specific information about what requires special handling and additional fees.

Bulk Negative Scanning: If you have more than 500 (standard 35mm) negatives, please contact us before using the Non-Package option. We have bulk rate options that may be more economical than the rate shown on the order form.

Disc Title:

Scanning Instructions:

Please ship to:
VistaPix Media
5115 W. Bell Rd. Ste B
Glendale, AZ 85308

For questions, please contact us: info@vistapixmedia.com or (866) 227-3401