

Please complete either the "Cassette to CD" form, or "Cassette to USB" form, and include with your order.  
 (website) www.medialocks.com -- (email) info@medialocks.com -- (phone) 360-763-9464

**Medialocks Studio Address:  
 2127 Rice Road, Chehalis, WA 98532**

**Cassette to CD Order Form**

Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

<u>Description</u>	<u>Price</u>	<u>Qty.</u>	<u>Total</u>
<b>Cassette to CD</b> (Any tape up to 75 minutes) – Extended length cassettes created as "Double CD Sets" are charged as 2 tapes.	<b>\$39.95 ea.</b>		
<b>Duplicate CD Copies</b> – This is in addition to your 1 <sup>st</sup> CD.	\$8.95		
<b>Track Separations</b> – If a tape is of music, and you'd like to select between songs on the final CD, (included with duplicates if ordered with first CD).	\$10.00 EntireTape		
<b>Custom Photo</b> – Added to front of case. Enhanced/Formatted to correct size. (not included with duplicates, charged per each print).	\$8.00		
<b>Jewel Case Upgrade</b> – Typed out song titles, created as insert for the back of the case (not included with duplicates, charged per each case).	\$10.00		
<b>Master MP3 CD</b> – Includes one MP3 CD that will contain all of the audio files from every tape in your order. All tapes will be included on this one CD. Note: MP3 CD option is in addition to your standard CD order.	\$25.00		
<b>Duplicate MP3 CD Duplicate Copies</b> - This is an addition to your first Master MP3 CD.	\$8.95		
<b>Add a USB Flash Drive</b> - a GREAT choice to have your audio safely and permanently backed-up in a digital format. This is in addition to your standard CDs. Files on USB drive will be MP3.	\$35.00		
<b>Additional USB Flash Drives</b> - This is in addition to your 1 <sup>st</sup> USB drive above.	\$25.00		
<b>Permanent Archive Storage</b> - With this option, we will keep an extra copy of your CDs permanently in our studio. Each CD stored \$8.95.	\$8.95		

**Subtotal** ..... \$ \_\_\_\_\_

**TAX (WA State Residents Only) 8.2% Sales Tax (Subtotal x .082)**..... \$ \_\_\_\_\_

**Return Shipping Options (please select one)**

<b>Media Mail</b> 5-7 days return shipping time (Entire order up to 50 Tapes)	<b>\$7.95</b>	
<i>Priority Mail</i> 2-3 days return shipping time (1-4 tapes)	\$15.95	
<i>Priority Mail</i> " " (5-10 tapes)	\$19.95	
<i>Priority Mail</i> " " (11-20 tapes)	\$29.95	

**Grand Total** ..... \$ \_\_\_\_\_

**PAYMENT OPTIONS**

You are welcome to send a **personal check** with your order. OR, include **MC/Visa/Discover/AMEX** info below, OR call us with your payment information any time after receiving our email confirmation your order has arrived at our studio.

Credit Card Number	Exp. date	cvv code

Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**Please list here the title you would like printed on your new CD(s).  
If sending more than one tape, please number each 1,2,3 etc.  
(If a commercial tape, or very clear, OK to leave blank)**

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_
- 7. \_\_\_\_\_
- 8. \_\_\_\_\_
- 9. \_\_\_\_\_
- 10. \_\_\_\_\_

***Please include any special or additional instructions below:***

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# Cassette to USB Order Form (digital files only)

(website) [www.medialocks.com](http://www.medialocks.com) -- (email) [info@medialocks.com](mailto:info@medialocks.com) -- (phone) 360-763-9464

**Medialocks Studio Address:  
2127 Rice Road, Chehalis, WA 98532**

Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

<u>Description</u>	<u>Price</u>	<u>Qty.</u>	<u>Total</u>
<b>One USB Flash Drive</b> (only one required per entire digital order). All tapes will be included on this one USB drive.	<b>\$25.00</b>	<b>1</b>	<b>25.00</b>
<b># of Cassette Tapes to digital files on USB</b> – Includes any length tape, even extended lengths. Only one USB Drive (above) required for entire order regardless of how many tapes sent. Unless otherwise requested, we will always create industry standard MP3 files onto your USB drive. MP3 files are the best choice to use with smart phones, tablets, and other portable devices, as well as online and storage.	<b>\$39.95 ea.</b>		
<b>Track Separations</b> – If your tape is of music, and you'd like a separate file for each song (not available for live or continuous audio).	\$10.00 Entire Tape		
<b>Additional File Types Added</b> - If specifically requested, we can also add the following formats (.wav, .wma, .aac, .ac3, .flac, .m4a, .m4b, .ogg). Each file type after initial .mp3, add \$10.00	\$10.00		
<b>Additional USB Drive</b> - Any additional USB Drive will contain the exact same files as the original. This is in addition to your first drive.	\$25.00 ea.		

**Subtotal** ..... \$ \_\_\_\_\_

**TAX (WA State Residents Only) 8.2% Sales Tax (Subtotal x .082)**..... \$ \_\_\_\_\_

Return Shipping Options (please select one)		
<b>Media Mail</b> 5-7 days Return shipping time (Entire order up to 50 Tapes)	<b>\$7.95</b>	
<i>Priority Mail</i> 2-3 days return shipping time (1-4 tapes)	\$15.95	
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**Grand Total** ..... \$ \_\_\_\_\_

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You are welcome to send a **personal check** with your order. OR, include **MC/Visa/Discover/AMEX** info below, OR call us with your payment information any time after receiving our email confirmation your order has arrived at our studio.

Credit Card Number	Exp. date	cvv code

Signature \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Please list here the title you would like as the digital file name(s).  
If sending more than one tape, please number each 1,2,3 etc.  
(If a commercial tape, or very clear, OK to leave blank)**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

***Please include any special or additional instructions below:***

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