



WORK ORDER FORM

ACCOUNT INFORMATION

NAME		DATE		TYPE OF SERVICE	
COMPANY or SCHOOL				<input type="checkbox"/> PRIORITY** - \$75 ** (1-2 Days)	
STREET ADDRESS				<input type="checkbox"/> STANDBY*** *** (1-2 Weeks)	
CITY / STATE / ZIP CODE		PHONE		As Available	
E-MAIL ADDRESS		ALT. PHONE			
SHIPPING ADDRESS (if different from above)					
PURCHASE ORDER #		FedEx / UPS Shipping Account#:			
Are you a student?	<input type="checkbox"/> Yes <input type="checkbox"/> No		If Yes, you must show proof of current enrollment in a film class.		
Instructor Name: _____		Instructor E-Mail: _____		Course: _____	

BILLING INFORMATION

CinePost Accepts: AMEX VISA MasterCard Discover PayPal

Name:	_____
Billing Address	_____
City / State / Zip Code	_____

SCANNING WORK ORDER INFORMATION

Minimum 1/2 hour Studio Time For Telecine

Project Title:			<input type="checkbox"/> Sound	<input type="checkbox"/> Color	<input type="checkbox"/> B&W		
Film Format:	<input type="checkbox"/> Regular 8mm <input type="checkbox"/> 16mm <input type="checkbox"/> 35mm <input type="checkbox"/> Super 8mm <input type="checkbox"/> Super 16 <input type="checkbox"/> Other _____	Total Footage: _____	Number of Reels Sent: _____				
Film Processing:	Please Call For Lab Shipping Info. (Unprocessed Film Only)		Hard Drive Supplied: <input type="checkbox"/> Yes <input type="checkbox"/> No				
Film Speed:	<input type="checkbox"/> 18 fps <input type="checkbox"/> 24 fps <input type="checkbox"/> other _____		Mac or PC format: <input type="checkbox"/> Mac <input type="checkbox"/> PC				
Prep For Telecine:	<input type="checkbox"/> Yes <input type="checkbox"/> No	# of Video Copies Needed: _____	WetGate: <input type="checkbox"/> Yes <input type="checkbox"/> No				
Color Correction:	<input type="checkbox"/> Best Light (est 2 - 3 X running time)		<input type="checkbox"/> Scene To Scene (est 3 - 4 X running time)				
Video Format:	DV/AVI	MP4	ProRes HD	ProRes 2k	ProRes 4k	DVD	BluRay
[check format(s)]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Special Instructions And Comments: