

Educational Systems

Duplication Services Charge Back

Name: _____

Department: _____

Phone: _____

Date needed: _____

VIDEO TAPE DUPLICATION

Video Master Title: _____

Format	# of Copies	Unit Price	Total

Tape Sub-total:

(Tape formats available: Mini DV, DVC Pro and Betacam SP. Call for pricing)

DVD/CD Duplication

CD/DVD Master Title: _____

Format	# of Copies	Unit Price	Total
DVD		\$4.00	
CD		\$1.75	
Jewel Cases		\$.25	

Disc Sub-total:

Form Total:

Signature: _____

(Cost Center Manager)

Date: ____/____/____ Account to Charge: _____

Account to Credit: 01-43050-23110