



# MR SCAN

Please fill in the form below to send with your films:

**Please note:** You do not need to fill in this form if you have already paid for an order online, all you need to do is print your "Roman Cart" Email which you should have received and send it along with your films.

<b>Name</b>	
<b>Email Address</b>	
<b>Return Delivery Address Including Postcode</b>	
<b>Phone Number</b>	

Please make a list below of the types of films you are sending for scanning including quantity if know and also the service you require such as JPG, HD or TIFF images (Details on our website):

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<b>How do you want your digital data?</b> <i>Prepaid orders must match order for chargeable items such as USB</i>	<b>CD/DVD</b> <input type="checkbox"/>	<b>Download</b> <input type="checkbox"/>	<b>USB Stick</b> <input type="checkbox"/>	<b>SD Card</b> <input type="checkbox"/>	<b>Hard Drive</b> <input type="checkbox"/>	
	<b>Duplicate Disc set</b> <input type="checkbox"/>	<b>TV Resolution Set</b> <input type="checkbox"/>	<b>Video conversion options</b>			
	<b>Just DVD</b> <input type="checkbox"/>		<b>DVD+MP4</b> <input type="checkbox"/>	<b>DVD+AVI</b> <input type="checkbox"/>	<b>Other</b> <input type="checkbox"/>	

<b>Payment Type</b> ▷  Please Tick	<b>sage   pay</b> Online Payment already made <input type="checkbox"/>	<b>Bank Transfer made</b> <input type="checkbox"/>	<b>Cheque</b> Payable to: Mr Scan Ltd <input type="checkbox"/>	<b>To be Invoiced</b> <input type="checkbox"/>
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<b>Return Shipping</b>	<b>DOWNLOAD SERVICE ONLY</b> Originals not returned <input type="checkbox"/>	<b>Personal Collection</b> <input type="checkbox"/>	<b>Standard Post/Courier</b> <input type="checkbox"/>	<b>Tracked Post/Courier</b> <input type="checkbox"/>
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<b>Date of order</b>		<b>Total Price</b>	
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Please make any additional notes or instructions you wish us to know on the reverse of this order from.

**Please attach this address label to your package**

If your package does not contain this label it may cause delays in your order being processed.

**Don't forget to pay for your postage and fill in your return address.**

Customers who have not made an online order will not have an order number; just leave this section blank if you don't have one.

**Please put your return address on the back of the package.**

..... **Cut Here:** .....

	<p>To: <b>Mr Scan Ltd.</b> <b>KNIGHT HOUSE</b> <b>40 BRICKSBURY HILL</b> <b>UPPER HALE</b> <b>FARNHAM</b> <b>SURREY</b> <b>GU9 0LZ</b> <b>United Kingdom</b></p>
<p><b>HANDLE WITH CARE</b></p> <hr/> <p><b>FRAGILE</b></p> <hr/> <p><b>THANK YOU</b></p>	
<p><b>Important information</b></p>	
<p><b>Order number:</b></p>	<p>RC</p>
<p><b>Customer Name:</b></p>	<p></p>