



VIDEO EDITING ORDER FORM

CLIENT NAME: _____
TODAY'S DATE: _____

Keep It Reel, Inc. • 307 Calvin St. • Washington TWP, NJ 07676 • www.keepitreelonline.com • 201-785-6780

CONTACT INFORMATION

Address:	
City/State/Zip:	
Phone:	Email:

SHIPPING INFORMATION

<input type="checkbox"/> Same as above <input type="checkbox"/> I'll pick up my order Name: _____
Address:
City/State/Zip:

PROJECT INFORMATION

Choose Your Video Editing Package

<input type="checkbox"/> BRONZE	<input type="checkbox"/> SILVER	<input type="checkbox"/> GOLD	<input type="checkbox"/> PLATINUM
\$489 1–2 hours raw footage edited Includes 2 copies of DVD	\$659 2.5–4hrs raw footage edited Includes 2 copies of DVD	\$849 4.5–6 hrs raw footage edited Includes 3 copies of DVD	\$1059 6.5–8 hrs raw footage edited Includes 3 copies of DVD
Media being submitted: Type _____ Length _____	Media being submitted: Type _____ Length _____	Media being submitted: Type _____ Length _____	Media being submitted: Type _____ Length _____
ALL PACKAGES INCLUDE: Intro/Closing Titles Additional Titles/Captions Transitions Basic Editing Original Audio Enhanced Interactive DVD Menu Chapter Points Custom Printed DVD & Case Online Preview & Sharing	CUSTOMIZE YOUR PACKAGE BY INCLUDING (✓ all that apply):		QUANTITY/MEDIA TYPE
	<input type="checkbox"/> <i>Photos – \$4 per photo</i> Combine your photos and video for a truly memorable production. Photos can help tell a part of the story not captured on video.		_____ Original _____ Digital
	<input type="checkbox"/> <i>Hollywood-Style Effects – Add 30% to your package</i> Kick it up a notch with this option that adds special effects and music to your footage. Original audio preserved where appropriate or by request.		
PROJECT DUE DATE:	<input type="checkbox"/> <i>Additional Custom Printed DVD & Case – \$25</i>		How many extra DVDs?
	<input type="checkbox"/> <i>Footage that exceeds package selected – \$2/minute</i>		_____ Additional Minutes

PLEASE TELL US ABOUT YOUR PROJECT IDEAS AND/OR REQUESTS

✓ for Keep It Reel Suggest Option

Event/Occasion:	<input type="checkbox"/>
Theme/Mood:	<input type="checkbox"/>
Preferred Music Genre:	<input type="checkbox"/>
Specific Music Requests:	<input type="checkbox"/>
Intro Title:	<input type="checkbox"/>
Closing Title:	<input type="checkbox"/>
Title for DVD & Case:	<input type="checkbox"/>



HOW DID YOU HEAR ABOUT KEEP IT REEL? Google Yahoo Other Referral: _____

RETURNING CLIENTS CHECK HERE FOR YOUR 10% DISCOUNT CHECK HERE IF YOU HAVE A REFERRAL DISCOUNT CERTIFICATE

PAYMENT INFORMATION

Payment in full is required before we move to final production and/or ship your package.

All credit card payments are accepted online via PayPal only. Cash and personal checks are accepted but must be received prior to finalizing your project unless you are picking up in person.

PLEASE CHOOSE YOUR PRODUCTION TURNAROUND OPTION:

STANDARD • 2-3 WEEKS PRODUCTION TIME (FROM DATE YOUR MATERIALS ARE RECEIVED) • UPS GROUND SHIPPING RATES APPLY

RUSH ORDER • LESS THAN 2 WEEKS PRODUCTION TIME • 15% RUSH FEE APPLIES • EXPRESS/OVERNIGHT SHIPPING RATES APPLY

WE HIGHLY RECOMMEND THAT YOU CONTACT US VIA EMAIL OR PHONE BEFORE YOU SHIP YOUR MATERIALS. PLEASE SHIP ALL MATERIALS PACKAGED PROPERLY VIA UPS OR FEDEX TO:

KEEP IT REEL, INC.
ATTN: CHERIE PALMER
307 CALVIN STREET
WASHINGTON TWP, NJ 07676

ORDER AGREEMENT

OUR GUARANTEE

Your satisfaction is guaranteed. To that end, during the screening phase of all productions, every effort is made to ensure satisfaction before the project moves to final production. Therefore, we cannot offer refunds for completed projects.

DAMAGE LIABILITY

KEEP IT REEL, INC. is not responsible for any loss of or damage to your materials incurred during shipping. Please be sure to package your materials properly and use a shipping service with a tracking system.

COPYRIGHT LIABILITY

It is the sole responsibility of the client to ensure that you are in compliance with copyright law. By signing this agreement, you are confirming to us that you are authorized to use all photographs and video submitted to us for use in production of your DVD. KEEP IT REEL, INC. is not responsible for verifying this information and is hereby released of any liability. At our discretion, we reserve the right to refuse orders that include any questionable content.

DVD COMPATIBILITY

KEEP IT REEL, INC. uses the common DVD-R formatted DVDs, which are compatible with approximately 95% of all existing DVD players. Please verify that your DVD or laptop supports DVD-R. We are not responsible for incompatibility issues.

PRIVACY

KEEP IT REEL, INC. guarantees that we will never distribute client contact information in any form for any reason.

ACKNOWLEDGEMENT

By signing this agreement I acknowledge that I have read and understood the statements above. I further acknowledge that the completed DVD I have requested is for personal use only.

SIGNATURE: _____

PRINT NAME: _____ DATE: _____