



Records transfer/restoration order form

Website: www.henryk.ca

Email: restoration@henryk.ca

Name:	Phone (Day):	Evening:
Address:	email:	
City:	Prov. (State):	Postal (zip) Code:
Method of Payment: Paypal [<input type="checkbox"/>] Check [<input type="checkbox"/>] MO [<input type="checkbox"/>] Other [<input type="checkbox"/>]		

This package contains: (please state quantity of each)

Enter quantity	LP's	Enter quantity	45's	Enter quantity	78's
Restored CD No. 1	Album Title:			Total No. of Songs on record:	CD:
Instructions:					
What would you like printed on the CD?					
Do you have a graphic that you would like us to put on the CD? If yes, will you email the graphic to us.					

Restored CD No. 2	Album Title:			Total No. of Songs on record:	CD:
Instructions:					
What would you like printed on the CD?					
Do you have a graphic that you would like us to put on the CD? If yes, will you email the graphic to us.					

Important: Please remember to fill, sign and include the Agreement for Services Provided with this order. We will not start the work until we have the signed agreement in our hands.

PLEASE USE OTHER SIDE OF THIS PAGE FOR MORE INSTRUCTIONS.

Restored CD No. 3	Album Title:	Total No. of Songs on record: CD:
Instructions:		
What would you like printed on the CD?		
Do you have a graphic that you would like us to put on the CD? If yes, will you email the graphic to us.		

Restored CD No. 4	Album Title:	Total No. of Songs on record: CD:
Instructions:		
What would you like printed on the CD?		
Do you have a graphic that you would like us to put on the CD? If yes, will you email the graphic to us.		

Restored CD No. 5	Album Title:	Total No. of Songs on record: CD:
Instructions:		
What would you like printed on the CD?		
Do you have a graphic that you would like us to put on the CD? If yes, will you email the graphic to us.		

Important: Please remember to fill, sign and include the Agreement for Services Provided with this order. We will not start the work until we have the signed agreement in our hands.



Agreement for Services Provided

You must agree to the terms and conditions of this agreement and return the agreement initialed and signed before any work will be performed. If the agreement is returned unsigned, or incomplete, we will contact you and ask you to complete the agreement. If you refuse to comply, then we will return to you your order and charge you for the shipping, if applicable.

In consideration of Henry Kreindler and Associates transferring my analog audio media into digital media, and other good and valuable considerations, I agree as follows:

I agree to indemnify and hold harmless Henry Kreindler and Associates, their owners, employees and their affiliates for any actions taken against me by any party for knowingly or unknowingly violating Canadian and/or International Copyright laws. I further agree to hold myself solely responsible for understanding and following Canadian and International Copyright laws and for honoring all copyright requirements accompanying any audio media I have transferred by Henry Kreindler and Associates. By enlisting Henry Kreindler and Associates' services I acknowledge the media given to Henry Kreindler and Associates by me are the originals and that prior to the transfer, no previous copies of this media, in any format, were in existence.

Initial _____

I acknowledge that the audio transferred at my request by Henry Kreindler and Associates is for my personal listening enjoyment only. I agree not to play this audio in a group environment where I am being paid. I agree not to make copies of the compact disc(s) that will be produced for me by Henry Kreindler and Associates. If I do give the Compact Disc(s) as a gift or sell them for profit then I will give all copies (compact disc(s) and original media) to the recipient(s), and as a condition of such gifting or sale, impose the terms of this agreement on any such recipient(s), and any successive recipient(s). This statement only applies to the audio I do not own the copyright(s) for, or when I do not have special permission from the copyright owner. If I do own the copyright(s) then the audio is mine and I may do with it whatever I wish. If I have special permission from the copyright owner then I may in fact do the things mentioned in this statement that were previously restricted.

Initial _____

I agree Henry Kreindler and Associates will be the sole judge of the condition of any media I submit for transferal. In the case of increased costs due to poor media condition, I agree to pay Henry Kreindler and Associates the remaining balance or increased deposit as appropriate to the situation. In the case of a reduced balance, I will receive a refund cheques or pay a reduced bill at the time my order is returned to me. As an example, I may send Henry Kreindler and Associates an audio record (with payment) to transfer, and pay the price for a record that is in good condition. If Henry Kreindler and Associates, after analyzing the record, deems it appropriate to classify it as being in poor condition, Henry Kreindler and Associates' analysis of the record will supersede my own; and I will pay Henry Kreindler and Associates the remaining balance before my order will be returned to me.

Initial _____

I agree that Henry Kreindler and Associates, their owners, employees and their affiliates shall not be liable for any loss or damage to my records, tapes, CD's and/or any other materials sent for processing or restoring. This is in effect even if the loss is due to Henry Kreindler and Associates' fault or negligence. We realize that these items may be of irreplaceable or sentimental value to you, but we have no way of knowing the condition of these items when received – and thus we will not be responsible if the items are damaged while in process. We would suggest that you insure these items before they are sent to us. I also agree that Henry Kreindler and Associates shall be held harmless and immune from any insurance subrogation proceedings.

Initial _____

Name: (please print) _____
First Name Middle Initial Last Name

Signature: _____ Date: _____
Day Month Year

for office use only

You do not need to fill out the fourth (prices) page. We will fill this out once we examine the order. You will be emailed with a final price. We will ship the order once we receive your payment.

format	notes	Qty	transfer	Qty	level 1	Qty	level 2	Qty	level 3	Totals
33 $\frac{1}{3}$ RPM LP	Single LP		18.00		25.00		35.00		55.00	
	Double LP on one CD		32.00		45.00		60.00		95.00	
45 RPM	Both sides on one CD		8.00		11.00		14.00		20.00	
78 RPM (60-90RPM)	Both sides on one CD		11.00		18.00		25.00		36.00	
12 inch single	Both sides on one CD		8.00		11.00		14.00		20.00	
	Subtotals									

Item	Description	Amount	Totals
handling charge	There will be a \$ 2.00 handling charge on all orders which are shipped out. This does not apply to orders which are picked up.		
packaging	If your original package did not survive the trip to our facility, we will have to ship your original records and finished restorations back to you in a new package. There will be an added charge of \$ 4.00 for the new packaging.		
shipping charges	Shipping charges will be added to the order - where applicable.		
	Subtotal		
	Goods & Services Tax		
	Provincial Sales Tax		
	TOTAL		

Date Received:	Date Completed:		
Package Weight:	Package Size:		
Date Shipped:	Shipped By:	W/B:	