

# Photo Book Form

## Photos

Photographs must be delivered to us in the order they are to appear and removed from any frames or albums. NO photo larger than 8x10".

## CONSECUTIVE ORDER

1. Organize the photos in the order they are to appear, numbered consecutively on the back.
2. Be careful to avoid ink smudges when numbering photos, use a non-smear pen or pencil.
3. If you are providing some prints and some digital photos on CD, simply change the name of the digital photo to the
4. Numbers you have assigned it then burn a CD with your photos. Start numbering with 2 digits; 01, 02, etc.. Enclose pictures in zip lock bags for transport.

Enter the amount of pictures that need to be scanned \_\_\_\_\_ x 50 cents =  
Total \_\_\_\_\_

Write on separate paper page following information.

Name on the book \_\_\_\_\_

Cover Color \_\_\_\_\_ Theme of book \_\_\_\_\_

Picture Number Name for cover \_\_\_\_\_

Title for Cover \_\_\_\_\_

Page one

Writes introduction, dedication or pick one picture with caption

Picture Number Name \_\_\_\_\_

Write below or on separate paper page introduction, dedication or caption

Page two

Pictures by Number name with captions

Page three

Pictures by Number name with captions

Same for Pages four through twenty or more if you choose

Back cover picture and ending statement.

All books start with 20 pages. You may add as many pages to book as you would like after the 20. Prices differ from book size. Choose your book size:

## Square

8.5 x 8.5 book \$7.00 per page x \_\_\_\_\_ pages = \$\_\_\_\_\_ + \$\_\_\_\_\_ Pictures

Scanned = Original Copy Total \$\_\_\_\_\_

Copies

8.5 x 8.5 book \$4.00 per page x \_\_\_\_\_ pages = Total \_\_\_\_\_ x \_\_\_\_ # of Copies =

Total \$\_\_\_\_\_ + Original Copy Total \$\_\_\_\_\_ =

Grand Total \$\_\_\_\_\_

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12 x 12 book \$9.00 per page x \_\_\_\_\_ pages = \$\_\_\_\_\_ + \$\_\_\_\_\_ Pictures

Scanned = Total \_\_\_\_\_

Copies

12 x 12 book \$6.00 per page x \_\_\_\_\_ pages = Total \_\_\_\_\_ x \_\_\_\_ # of Copies =

Total \$\_\_\_\_\_ + Original Copy Total \$\_\_\_\_\_ =

Grand Total \$\_\_\_\_\_

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## Landscape

8.5 x 11 book \$8.00 per page x \_\_\_\_\_ pages = \$\_\_\_\_\_ + \$\_\_\_\_\_ Pictures

Scanned = Total \_\_\_\_\_

Copies

8.5 x 8.5 book \$5.00 per page x \_\_\_\_\_ pages = Total \_\_\_\_\_ x \_\_\_\_ # of Copies =

=

Total \$\_\_\_\_\_ + Original Copy Total \$\_\_\_\_\_ =

Grand Total \$\_\_\_\_\_

## Photo Book Form

11 x 14 book \$9.00 per page x \_\_\_\_\_ pages = \$ \_\_\_\_\_ + \$ \_\_\_\_\_ Pictures

Scanned = Total \_\_\_\_\_

Copies

8.5 x 8.5 book \$6.00 per page x \_\_\_\_\_ pages = Total \_\_\_\_\_ x \_\_\_\_\_ # of Copies =

Total \$ \_\_\_\_\_ + Original Copy Total \$ \_\_\_\_\_ =

Grand Total \$ \_\_\_\_\_

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## Portrait

8 x 11 book \$7.00 per page x \_\_\_\_\_ pages = \$ \_\_\_\_\_ + \$ \_\_\_\_\_ Pictures

Scanned = Total \_\_\_\_\_

Copies

8.5 x 11 book \$4.00 per page x \_\_\_\_\_ pages = Total \_\_\_\_\_ x \_\_\_\_\_ # of Copies =

Total \$ \_\_\_\_\_ + Original Copy Total \$ \_\_\_\_\_ =

Grand Total \$ \_\_\_\_\_

**Coupon Code** \_\_\_\_\_ **\$** \_\_\_\_\_ **Off** **TOTAL \$** \_\_\_\_\_

Please submit check written out to Tears of Joy Video or credit card information with your order.

QUALITY

When choosing images keep in mind there may be some loss of quality through the production and viewing process. Because you will be seeing these images larger than you ever have before flaws in the original photograph will appear larger as well. (Flaws such as scratches, marks, tears, wrinkles, and blurriness) However, some pictures may also look better than ever before because they are larger and brighter. Set your expectations appropriately.

CONDITIONS

Our liability is limited to any monies paid should mechanical/electronic failure, theft, accident, weather, loss or damage of your images or materials, or other mishap occur which prevents fulfillment of our agreement or the return of any materials provided. Balance is due when this work order is placed. It is agreed that rights to exclusive use of all images and reproductions thereof produced by Tears of Joy Video are reserved by and for Tears of Joy Video whether for production, promotional use or otherwise. Contracting Party assumes all responsibility and liability for the legal use of all material, copyrighted or otherwise, to be incorporated in the photo book; and hereby grants permission for Tears of Joy Video to use all materials provided by the client in the production of the book ordered herein. Any expectations you have concerning content, quality, or any other aspect of your photo book must be delineated in writing and sent certified mail to our offices, and given in advance of production for our review. Your requests will be given full consideration but NO requests are guaranteed due to the nature of the production process.

We understand and accept, as stated, the conditions and limitations described herein.

Signature \_\_\_\_\_ Date \_\_\_\_\_

NAME \_\_\_\_\_ EMAIL \_\_\_\_\_

PHONE \_\_\_\_\_ PHONE \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

CREDIT CARD NO. \_\_\_\_\_ EXPIRES \_\_\_\_\_

3 DIGIT NUMBER ON BACK OF CARD \_\_\_\_\_

NAME on CARD \_\_\_\_\_

BILLING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_