

# 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
<b>DVD</b>		\$4.00	
<b>CD</b>		\$1.75	
<b>Jewel Cases</b>		\$ .25	

**Disc Sub-total:**

**Form Total:**

Signature: \_\_\_\_\_

(Cost Center Manager)

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Account to Charge: \_\_\_\_\_

Account to Credit: 01-43050-23110