



**Community Access Partners of
San Buenaventura
CAPS Channel 6
VTV Channel 15**

Dub Request

All dub requests are on a 24 hour minimum turn-around but longer turn-arounds may occur due to high volume, equipment malfunction or large volume request. Please request a pick-up day and time and we will try to accommodate as best we can. We cannot honor tape dub orders of twenty or more copies per request. Please fill out a separate request for each original source media.

Today's Date: ____/____/____ Pickup Request: ____/____/____

Name: _____
(please print)

Organization: _____
(if applicable)

Street Address _____ City/State/ZIP _____

Phone: _____ Email _____

Title/ID# on Source Media: _____

EXACT TOTAL RUNNING TIME: ____:____:____
Hrs. Mins. Secs

Source Media Format: MiniDV SVHS VHS DVD Betacam

Dub Media Format: MiniDV DVD

How many dubs per Original: _____

SEE REVERSE SIDE FOR DUB AND MEDIA PRICE LIST

Prepayment is required for all dubs. Any materials left over sixty (60) days may be discarded or reused.

I authorize a 3rd party to pick up my order.

Authorization Signature _____ DATE: ____/____/____

FOR STAFF ONLY: Dub Completed By _____ on ____/____/____ Total Running Time: ____:____:____ Amount Paid: \$ _____ Hrs. Mins. Sec

DUB AND MEDIA PRICE LIST

DVD to DVD DUBS (media included)

DVD to DVD \$5.00

DUBBING SERVICES (media NOT included)

Tape Dubs

Source: miniDV, DVCam, DVD, VHS, SVHS, Betacam

Dub: miniDV, DVD

30 min. or less \$15.00
Up to 60 min. \$30.00
Up to 120 min. \$40.00

MEDIA FEES

MiniDV 60 min. tape \$3.00
CD-R with sleeve \$0.50
DVD-R with sleeve \$1.00

DUB COST GUIDE - per tape

Dub/Time	Total Cost w/ media
30 min. or less	
Mini DV	\$18.00
DVD	\$16.00
Up to 60 mins.	
MiniDV	\$33.00
DVD	\$31.00
Up to 120 min.	
MiniDV	\$43.00
DVD	\$41.00