



Form Version: 2024

MAIL TO: 108 Garner Road
Spartanburg, SC 29303

PHONE: 864-583-6835

EMAIL: spcphotoorders@gmail.com

Shoebox Scanning - Prints

Large quantities of prints to be scanned. 8x10 to Wallet size

NAME			
ADDRESS			
CITY			
STATE		ZIP	
PHONE			
EMAIL			

WE WILL CONTACT YOU FOR PAYMENT WHEN ORDER IS RECEIVED.
If you want to pay with check or money order then make the payment payable to Spartan Photo Center.

We scan large quantities of your printed photos and digitize into a JPEG format. This is for 8x10 to wallet size printed photos. We can not copy copyright protected images without a copyright release from photograher.

1

Please write the quantity of prints that are for this order: **QTY:** _____

2

Below are the scanning prices for your prints. The prices below include a data disc of your images.

First 100 prints: \$70

Every 100 prints after: \$30

Important Information:

Your prints will be scanned as they are. Prints that are mounted, too fragile, or sticky are not included in this pricing. Additional fees will apply. Shoebox scanning of prints is for prints sized between 8x10 and wallet (2.5x3) size only.

Add up your total scanning charges from this step and write the amount here:

\$	
Step 2 Total	

3

Your prints can be scanned in the order you want them. If you do want them scanned in a specific order please indicate on your prints the order you want them scanned. Please be mindful that the prints may get out of order during the shipping process so secure them in a way so they do not get mixed up. We will do our best to scan them in the order specified.

Do you want the prints scanned in a specific order? Yes No

4

Your order will come with the option of having your images sent to you via a digital download OR burned to a data disc at no extra charge. If you want both options then there is a \$10.00 charge. Please select which option you would like.

Digital Download
You will be emailed a link to download the images directly to your computer.

Data Disc
Your images will be burned to a data disc that can be read on computers. Not for TV use.

Both Options
\$10.00

Add the \$10.00 charge if you selected both options from this step here:

→

\$	
Step 4 Total	

5 We can organize your images by creating custom file names and creating folders on the data disc you receive. This step is not mandatory. If you do not want this service you can skip this step.

File Naming
\$0.15 per image

Images have a file name that can be changed to your liking. Ex: You have a group of images from Christmas 1985. We can name the files as *Christmas1985_1.jpg*, *Christmas1985_2.jpg*, etc.
You must indicate what you want the files names to be for your prints.

Folders
\$2.00 per folder

Images can be placed inside a folder so they are grouped together. Ex: You have a group of images from Christmas 1985. We can put all those images into a folder titled *Christmas 1985*.
You must group your prints together and indicate what you want the folder(s) to be named.

Indicate below or on a separate piece of paper on how you want your prints to be organized.

Add your total organization charges from this step here: \longrightarrow \$
Step 5 Total

6 Write your scan charges, service charges, disc copy charges and organization charges in the boxes below and add those amounts with Shipping and Handling together.

Total from Step 2 Scan Charges \$ <input style="width: 60px;" type="text"/>	+	Total from Step 4 Both Options Charges \$ <input style="width: 60px;" type="text"/>	+	Total from Step 6 Organization Charges \$ <input style="width: 60px;" type="text"/>	+	Shipping & Handling <small>U.S.P.S. Within U.S. Only</small> \$ 12.50	=	SUBTOTAL \$ <input style="width: 60px;" type="text"/>
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7 Write any special instructions you want regarding to this order below.

A If you are a SC resident then please add 7% sales tax to your subtotal. Write tax amount here: \longrightarrow

WE WILL CONTACT YOU FOR PAYMENT WHEN ORDER IS RECEIVED.
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B Write your GRAND TOTAL HERE: \longrightarrow

7% Tax SC Residents Only

\$

GRAND TOTAL

\$

We reserve the right to make changes to your order total if we find mistakes made.

Limit of Liability: Submitting any film or negative to this firm for processing or other handling constitutes an agreement by you that any damages or loss by our company, subsidiaries, or agents, even though due to the negligence or other fault of our company, subsidiaries, or agents, will only entitle you to replacement with a like amount of unexposed film and processing. Except for such replacement, the acceptance of the film or negative is without other warranty or liability, and recovery for any incidental or consequential damages is excluded.
 Spartan Photo Center is not responsible for any loss, damage or delay caused by the U.S. Postal Service, UPS, Fedex, or any other package carrier. Prices and terms are subject to change without notice.