



Producer Copies

Producer:

Program Title:

I would like to request ___ copies of my show to be burned to DVD or exported to MiniDV.

#DVDs _____

#MiniDVs _____

#(show must be HD) Blu-Rays \$25 _____

I understand CVC will provide 1 copy (DVD or MiniDV) at no charge. Additional copies will be \$10 each for DVDs and MiniDVs.

My Show is located on hard drive # _____

Can the show be removed from hard drive once burned? Yes No

Today's Date: ___/___/20__

Phone number or email address to inform you of completed producer copies. _____ Or _____

Please note, programs can only remain on a CVC External hard drive for 2 months untouched. If you need it longer, please notify the station manager. Check the spelling and titles, if we have to remake copies to correct errors, you will be charged \$10 for each additional copy requested, as your free copies have already been used.

DVDs \$10

MiniDVs \$10

Blu-Rays \$25

I have received my requested number of copies.

_____/_____/20__

(Producer Signature)

(Date)

Office Use Only

DVD Burns Completed By: _____ DATE: _____ # of Copies Completed: _____

Producer Notified by: _____

Date Notified: ___/___/20__