



MR SCAN LTD.
 "THE OAST HOUSE"
 5 MEAD LANE
 FARNHAM
 SURREY
 GU9 7DY
 01252 416202

Please fill in this form and send with your films:

Please note: You do not need to fill in this form if you have already paid for an order online, all you need to do is print your order confirmation Email which you should have received (check junk emails)

Name	
Email Address	
Return Delivery Address	
Phone Number	

Please make a list below of the types of films you are sending for scanning including quantity if know:

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Simple Scanning Service - Roughly count your images/films when using our simple scanning service so you know an estimate cost – Please use our website film guide to identify your film, if in doubt just send us a photo or ask us.

Digital image preference		JPG (Standard) <input type="checkbox"/>	TIFF (Professional) <input type="checkbox"/>		
How do you want your digital data?	CD/DVD <input type="checkbox"/>	Download <input type="checkbox"/>	USB Stick <input type="checkbox"/>	SD Card <input type="checkbox"/>	Hard Drive <input type="checkbox"/>

Payment	Online Payment already made <input type="checkbox"/>	To be Invoiced via Email <input type="checkbox"/>
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Return Shipping	DOWNLOAD SERVICE ONLY Originals not returned <input type="checkbox"/>	Just Media Originals not returned <input type="checkbox"/>	Personal Collection <input type="checkbox"/>	Standard Post/Courier <input type="checkbox"/>	Tracked Post/Courier <input type="checkbox"/>
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How did you first hear of Mr Scan?	
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Customer Signature: Signed to agree with Mr Scan terms and conditions as per our website	Date:
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Please make any additional notes or instructions you wish us to know on the reverse of this order from.

If you are planning to drop off your package in person, please email or call us to make an appointment.

Visiting Mr Scan is via appointment only

Please fill in and attach this address label to your package

If your package does not contain this label it may cause delays in your order being processed.

Don't forget to pay for your postage and fill in your return address.

If you have not made an online order don't worry, will not have an order number; just leave this section blank.

Please put your return address on the back of the package.

..... **Cut Here:**

	<p>Mr Scan Ltd. “THE OAST HOUSE” 5 MEAD LANE FARNHAM SURREY GU9 7DY United Kingdom</p> <p>What3word: Jazz.hatter.mouths</p>
<p>COURIERS: PLEASE USE CAR PARK ENTRANCE</p>	
<p>HANDLE WITH CARE</p> <hr/> <p>FRAGILE</p> <hr/> <p>THANK YOU</p>	
<p>Important information</p>	
<p>Order number:</p>	<p>RC</p>
<p>Customer Name:</p>	<p></p>