

SCANNING FORM

DRUM SCANNING

Rev. 10/01

File Information:

- Platform:** Mac DOS
- Media:** Purchase Provided
 ZIP JAZ cartridge
 CD-R Other _____

Format Preference:

- Photoshop TIFF Other _____

- JPEG (quality/file size - circle one)
Low/Small Medium/Medium High/Large

- Other _____

(note: extra charges may apply for non-standard file formats)

Customer Information:

Customer Name

Customer Address

Important! Do not skip this information!

Contact person

() _____ () _____
Day Phone Evening Phone

Scan Information:

- Material:** 35mm 120mm 4x5
 Other Neg Pos

Size of scan (choose **one** size method only):

a) _____ Mb

b) _____ by _____ inches at _____ DPI LPI

Color Information:

Color Mode (choose **one** only):

- a) RGB (see color space →) b) LAB
c) CMYK UCR _____% GCR _____% Ink limit _____%

NOTE: For **CMYK** scans: If no values are provided, we will use SWOP-coated Photoshop default values.

RGB Color space: (for RGB "a" scans only)

- Adobe RGB 1998
 Ekta Space (Ekta5ps)
 sRGB - (for web) Other _____

Scanning Requirements

Please include 8 character or smaller file names for media to be scanned or generic names will be given.

Slides in strips can be billed by the megabyte for a whole strip scan rather than by frame.

Maximum size of originals: **Drum:** 9" by 18" (must be flexible enough to wrap around a 6" diameter drum)

Adobe RGB 1998 color space will be used if not specified above.

There is an additional \$25 fee for compressing files (including saving images as LZW TIFF)

For customer-supplied media **dropped off after order is placed**, will require up to **2 hours** from time media is dropped off to transfer scans to media.

There is an additional \$25 fee for fluid mounting film larger than 4x5 inches



I have read and understand the Scanning Requirements listed above. I understand that omission of any information may affect the cost and time required to complete my job.

Customer's signature