

Address Label

Ship To: Rafik Video 10 East 39th Street, 12th Floor New York, NY 10016	Return Address:
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1. PRINT THIS PAGE. Cut out the Address Label above and tape it to your package.

In the package you'll send, media in sealed plastic bag(s). Use two inches of padding on all six sides in a corrugated box. Pack non-standard containers inside a standard corrugated box. (Unusual packaging stands out for those with ill intentions.) Save money by shipping (slow) US Postal MEDIA mail (no thumb drives or hard drives), or Postal Standard, Postal Priority mail, FedEx, UPS, or DHL. All of which can provide tracking (save your tracking number).

2. PROVIDE Your Contact Info. Provide a return address sticker or fill out the label below and enclose it in your box.

Return Address Sticker:	Name		
Yes	Address		
No	City	State	Zip
	Email	Phone	

3. NUMBER YOUR MEDIA in the order you want them to be named /or played.

4. What are we providing?

Quantity	Transfer To (don't know – ask us)	Transfer File Format (don't know – ask us)
	Video Files: Web Download USB Thumb Drive USB Hard Drive	H264 .mp4 H264 .mov DV .avi Other:
	DVD Video (standard playable .mp2 format)	Many other file formats available
	Audio Files: Web Download USB Thumb Drive USB Hard Drive	.mp3 .wav .aiff Other:
	CD Audio (standard playable CD Audio format)	
	Tape Recovery	Type of tape:

5. SUGGEST A TITLE FOR CD/DVD Labeling.

6. PAYMENT

Credit Card / PayPal

Check Enclosed

Check Amount

We accept personal checks, bank checks, and postal money orders. All major credit cards accepted through our PayPal billing site – you do not need to be a member.

7. WE WILL CONFIRM RECEIPT of your materials and verify the cost before we start.

Rafik Video

10 East 39th Street 12th Floor

New York, NY 10016