



Producer Copies

Producer:	Title:
I would like to request _____ copies of my show DVDs # _____ miniDVDs # _____ Blu-Rays(show must be HD) \$25 # _____	
I understand CVC will provide 1 copy (DVD or miniDV) at no charge. Additional copies will be \$10 each for DVDs and miniDVDs Signature: _____	
My Show is located on hard drive # _____ or miniDV tape _____ 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 copies. _____ Or _____	
Please note, programs can only remain on a CVC external hard drive for 2 months un- touched. If you need it longer, please notify the Executive Director. 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 copy has already been used. DVDs \$10 miniDVDs \$10 Blu-Rays \$25	
I have received my requested number of copies. _____/_____/20____ (Producer Signature) (Date)	
Office Use Only	
Copies completed by: _____ DATE: _____ # of copies completed: _____	
Producer notified by: _____ Date notified: ____/____/20____	