

(Fill out information by printing, please. Thanks!)

Name _____

Address _____

City/State/Zip _____

Email address _____

Phone number _____

Date Sent _____

Number of **photographs** sent for digitization: _____

Number of **slides** sent for digitization: _____

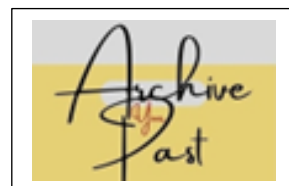
Package Pricing: (*check* the appropriate box)

<input checked="" type="checkbox"/>	Items	Pricing
<input type="checkbox"/>	0-20	\$25
<input type="checkbox"/>	21-40	\$50
<input type="checkbox"/>	41-60	\$75
<input type="checkbox"/>	61-80	\$100
<input type="checkbox"/>	81-100	\$125
<input type="checkbox"/>	101-200	\$250
<input type="checkbox"/>	201-300	\$375
<input type="checkbox"/>	301-400 [#]	\$500
<input type="checkbox"/>	USPS Medium Flat Rate Box 11.25 x 8.75	\$400 flat rate price (minus \$32 shipping costs)
<input type="checkbox"/>	USPS Medium Flat Rate Box 14 x 12	\$500 flat rate price (minus \$32 shipping costs)
<input type="checkbox"/>	<i>Sub Total</i>	
How do you want to view your images? Check one below.		
<input type="checkbox"/>	DVD	\$15+ \$1.19 tax
<input type="checkbox"/>	Flashdrive/stick	\$20+\$1.58 tax
<input type="checkbox"/>	Cloud*	\$10
<input type="checkbox"/>	Tax (7.9%)	
<input type="checkbox"/>	Total	

[#]Each additional 100 items will incur an additional \$70 fee.

*Indicate Cloud Service Provider _____

Please read the information provided on the second page. Thanks!



**Complete
and place
this paper
in the box
before
sealing and
sending.
Thanks!**

Thanks! Just a special word about our work together:

Make a copy of this paper for yourself!

Follow the Tips for Packing to Ship (on the website)

Send me an email at info@archiveyourpast.com so I'm expecting the arrival

I will email you the arrival of the box, condition, and expected invoice cost

We will make sure we both understand the process

I have no paid staff so your memories will get personalized care

I will do my best to return your materials and digitized images in a timely manner

Payment is by invoice. Your correct email address is essential to our communication.

Tips for Packing to Ship:

Place items together or separately in a plastic bag (Ziploc or comparable) to ensure that they are not damaged by moisture

Fill the box with padding so that materials don't shuffle during their mailing journey

Use a sturdy box, not an envelope

Make a brief inventory list of the contents (for yourself)

Fill out this form to include with your materials:

Send the box to:

Archive Your Past, 3437 S. 17th Street, Milwaukee, WI 53215