

Ross Imaging Center 2460 Dixwell Ave. Unit E Hamden, CT 06514 (203)281-6996

Print Scanning Mail Order Form

First Name:	Last Name:	Date:
Phone Number:	Email Address:	
Order Comments/ Instructions:		

1. Select your scan type

Print Scanning

QTY	Print Count	Scanned to a Disc	Shoebox Exceptions	Shoebox Exceptions	SUBTOTAL
	Up to 250 prints	\$39.95	+\$6.95 per image larger than 8.5x14	+\$1.50 per fragile image	\$
	251-500 prints	\$49.95	+\$6.95 per image larger than 8.5x14	+\$1.50 per fragile image	\$
	501-800 prints	\$69.95	+\$6.95 per image larger than 8.5x14	+\$1.50 per fragile image	\$
	801-1000 prints	\$99.95	+\$6.95 per image larger than 8.5x14	+\$1.50 per fragile image	\$

2. Prepare your shoebox

For this process we only accept loose individual photos for our shoe box scanning so remove photos from albums, frames or envelopes. Failure to do so will result in an additional removal fee. (call for pricing)

Please take the time to make sure no stickers, staples, paper clips, post-it notes, etc are attached.

Remove all tape, glue or any other form of attachment from all of your prints.

If you would like your photos to be scanned in a specific order then please write the number on the back of each photo or place a sticky note on the photos. If you would like us to put specific photos in folders the first folder is \$14.95 and each additional folder \$6.95.

Please Note: Anything (i.e. water marks, scratches, pen marks, crease lines etc.) that is on the photograph will be scanned and be visible on the scan. It is our policy to make every effort possible to protect the rights of professional photographers. We will not accept clearly copyrighted work without the written permission of the photographer/creator; they will be returned unscanned.

3. Determine your	total				
	Resolution Upgrade	+\$9.95 600dpi	+\$18.95 1200dpi	\$	
	Add Folders	+\$14.95 1 folder	\$6.95 each additional	\$	
			Subtotal	\$	
			+ Connecticut Sales Tax 6.35%	\$	
Shipping Type				Cost	
□ UPS Ground				\$14.95	
☐ UPS 2nd Day				\$34.95	
□ UPS Overnight				\$44.95	
USPS Priority Mail				\$18.95	
International				\$30.95	
			Total	\$	
4. Payment Inform	ation				
Payment Type					
Credit Card Select card type >>>	☐ Visa ☐ MasterC	Card	can Express 🔲 Discover		
Credit Card Number:			Expiration:		
Security Code Number: CVV Number	Billing Postal Code:				
Check Check to "Ross Imaging Center" *orders wont be sent back till checks clear					
Billing Address					
First Name:	Last Name:				
Address:					
City:	State:	Zipco	ode:		
5. Return Address	(If different than Billing	Address)			
First Name:	Last Name:				
Address:					

Zipcode:

State:

City: