



VIDEO SERVICES

LAITS: IT and Facilities © 2012
Liberal Arts Instructional Technology Services



Video Duplication Request

Upon approval and delivery of the final videos/assets, all work product (including source media, graphics, etc.) will be deleted. If you would like a copy of the work product, please provide an external hard drive and contact Daniel Garza at daniel.garza@austin.utexas.edu.

Name _____

Dept. _____

Phone _____

Date _____

If these materials are copyrighted, I certify to make use of them in accordance with the U.S copyright law

Email _____

IDT Acct. #: _____

Signature _____

Format of the Original:

VHS Mini-DV DVD U-Matic Digital-8 Other:

Preference for Deliverables:

Send me a link to download the video (active for 10 days)

Embed the video in a standalone player for class use

DVD

Special Instructions:

Completed on _____

Charges:

by _____

| | |
|-----------|-------|
| Materials | _____ |
| Labor | _____ |
| Total | _____ |