



Audiovisual Services Duplication Services

Phone: (813) 974-2380
Fax: (813) 974-2653
Mail Code: SVC 1072
Office Location: SVC 0061

Name: _____ Date: _____
E-Mail: _____ Phone: _____ Fax: _____
Department/Organization: _____ College: _____
Mail Code: _____
Bus Unit: _____ Oper Unit: _____ Fund Code: _____ Dept ID: _____
Product: _____ Initiative: _____
Accountable Officer's Signature: _____

[VHS/MiniDV to DVD+R]*

TITLE	FORMAT	LENGTH OF ORIGINAL	IS THE TAPE CUED?	# OF COPIES
1.				
2.				
3.				
4.				

Dub all originals onto the same DVD (Total production length cannot exceed 8 hours)

*CTS cannot enhance quality of original content/material.

Dubbing services are free for USF faculty when:

- Faculty supplies blank media (DVD+R)
- Recording is related to USF teaching/research

Number of Originals	
Number of Copies	
Blank Media Provided?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Date Dub Completed	
Customer Contacted Date	
Customer Pick-up Date	
TOTAL COST	

I hereby certify that any necessary copyright permission has been cleared.

Most commercially produced video releases have anti-copy protection – even under Fair Use, CTS can't override the anti-copy technology.

Customer Signature: _____ Date: _____