



2801 W Alameda Ave. Burbank CA 91505
www.fotokem.com • (818) 846-3101

Laboratory Purchase Order Film Dailies Only

(For Lab Use Only)

Total Film Rolls _____
Total Sound Reels _____
Notes: _____
Received By _____
Time Received _____

Date:	Time:	Customer P.O.#	Customer Code:
Company:		<input type="radio"/> Open Account	<input type="radio"/> COD <input type="radio"/> MOA
Address:		City:	State: Zip:
Main Phone #:	Cell Phone #:	Contact for Negative Report:	

IF THIS ORDER IS TO BE SHIPPED PLEASE FILL IN THE SHIPPING INFORMATION AT THE BOTTOM OF THE PAGE

TITLE: _____

NEGATIVE PROCESSING	FILM WORKPRINT/FILM DAILY	VIDEO DAILIES / TELECINE
<input type="checkbox"/> Color <input type="checkbox"/> 35mm <input type="checkbox"/> 16mm <input type="checkbox"/> B & W <input type="checkbox"/> 65mm <input type="checkbox"/> Super 16mm	This section is for FILM PRINTING only! Unless circled takes are requested, all dailies will be "print all". No circled takes available in 16mm.	Please Contact Video Scheduling to arrange HD or SD telecine dailies.
Process Normal Roll #	Printing Instructions	
_____ _____ _____	_____ _____ _____ _____ _____ _____ _____ _____	<input type="checkbox"/> Normal Video Prep for Telecine <input type="checkbox"/> Special Video Prep for Edge # Encoding <input type="checkbox"/> Film Transfer at FotoKem <input type="checkbox"/> Film Transfer Outside of FotoKem Other: _____
Special Process (push/pull) Roll #		
<input type="checkbox"/> Return Original Original material must be retrieved in 30 days or it will be destroyed.		

NOTES: _____

Work Authorized By: _____ Order Written By: _____

***ALL WORK IS ACCEPTED SUBJECT TO FOTOKEM'S TERMS. SEE SELECTED TERMS AT WWW.FOTOKEM.COM/TERMS. THERE IS A MINIMUM CHARGE OF \$45.00 PER ITEM (UNLESS OTHERWISE INDICATED)**

SHIPPING AND DELIVERY INSTRUCTIONS

* Ship/Deliver To:

Address:	City:	State:	Zip:
Phone Number:	Attention:		
VIA:	<input type="radio"/> COD	<input type="radio"/> Prepaid	<input type="radio"/> Account # _____

* \$45.00 for local delivery (25 miles or less)

PLEASE FILL OUT THIS ORDER AS COMPLETELY AS POSSIBLE. IT WILL HELP US DO A BETTER JOB FOR YOU. ALL TERMS AND CONDITIONS APPLY. AVAILABLE AT WWW.FOTOKEM.COM/TERMS.