



Community Access Partners of
San Buenaventura
CAPS-TV Channel 6
VTV Channel 15

Dub Request

All dub requests are on a 24 hour minimum turn-around but longer turn-arounds may occur due to high volume, equipment malfunction or large volume request. Please request a pick-up day and time and we will try to accommodate as best we can. We cannot honor tape dub orders of twenty or more copies per request. Please fill out a separate request for each original source media.

Today's Date: ___/___/___ Pickup Request: ___/___/___

Name: _____ CAPS Member ID# _____
(please print)

Organization: _____
(if applicable)

Street Address _____ City/State/ZIP _____

Phone: _____ Email _____

Title/ID# on Source Media: _____

EXACT TOTAL RUNNING TIME: ___:___:___
Hrs. Mins. Secs

Source Media Format: [] MiniDV [] SVHS [] VHS [] DVD [] 3/4"/Umatic [] Betacam

Dub Media Format: [] MiniDV [] SVHS [] VHS [] DVD []

How many dubs per Original: _____

Do you need simple text label consisting of Title, Length, Date and one additional line of text? Y N

Text (if diff. than source label): _____

Do you need advanced label design? Y N If yes, please see staff for details.

SEE REVERSE SIDE FOR DUB, MEDIA AND LABELING PRICE LIST

Prepayment is required for orders over \$50. Any materials left over sixty (60) days may be discarded or reused.

[] I authorize a 3rd party to pick up my order and who will be responsible for any outstanding payments.

Authorization Signature _____ DATE: ___/___/___

FOR STAFF ONLY: Dub Completed By ___ on ___/___/___ Actual Running Time: ___:___:___
Hrs. Mins. Secs
Pre Paid: Y N Amount Owed: _____

DVD to DVD DUBS (media included)

DVD to DVD – no label	\$3.00
DVD to DVD – w/ simple text label	\$5.00
DVD Advanced Label Design	\$30.00 per hour

DUBBING SERVICES (media NOT included)

Tape Dubs

Dub: DV, DVCam, DVD, VHS, SVHS
Source: DV, DVCam, DVD, BetaCam, 3/4" Umatic,
VHS, SVHS

30 min. or less	\$15.00
Up to 60 min.	\$30.00
Up to 120 min.	\$40.00

24 hour minimum turn-around
subject to machine availability

MEDIA FEES

MiniDV 60 min. tape	\$4.00
DvCam tape (various lengths)	ASK STAFF
VHS 120	\$2.50
SVHS 120	\$6.00
CD-R with sleeve (2. ct.)	\$1.00
DVD-R with sleeve	\$1.00
DVD/CD sleeves (4 ct.)	\$1.00

DUB COST GUIDE - per tape

Dub/Time	Total Cost w/ media
30 min. or less	
Mini DV	\$19.00
DVCam	ask staff
DVD	\$16.00
VHS	\$17.50
SVHS	\$21.00
Up to 60 mins.	
MiniDV	\$24.00
DVCam	ask staff
DVD	\$21.00
VHS	\$22.50
SVHS	\$26.00
Up to 120 min.	
MiniDV	\$34.00
DVCam	ask staff
DVD	\$31.00
VHS	\$32.50
SVHS	\$36.00