



1710 W. St. Andrews St.
 Midland, MI 48640
 Phone: (989) 837-3474
 Fax: (989) 837-3478

STAFF USE ONLY
Today's Date
Receipt #
DVD Total Charge
Staff Initials
Completion Date
Picked Up Date

VIDEO DUPLICATION REQUEST FOR MPS GRADUATIONS

DUPLICATION SERVICES
<ul style="list-style-type: none"> MCTV will make copies of programs produced by MCTV volunteers and or staff MCTV will make copies of public meetings cablecast by MCTV/MGTV MCTV is not an editing service; programs will be duplicated in their entirety MCTV will not duplicate raw or field video, only completed programs that have or will be cablecast A duplication request describes the content of a DVD; with a maximum length of 180 minutes
DUPLICATION FEES FOR GRAUDATION DVDS
\$20 per DVD ordered.

CONTACT INFORMATION			
Name:		Organization (if any):	
Home Phone:	Cell Phone:	Work Phone:	(Ext):
Email Address:			
GRADUATION CEREMONY REQUESTED : SCHOOL	YEAR	# OF COPIES	COST
SHIPPING:			\$3
TOTAL:			

**Submit request with the NON-REFUNDABLE duplication fee to the MCTV Network.
 Checks are payable to City of Midland / MCTV Network.**