



**Technology Resource Center-Media Center
Video Duplication Order Form**

(Print this form, complete, and submit to: Technology Resource Center-Media Center, University of Central Oklahoma, 100 N. University Dr. Edmond, OK 73034 Administration Bldg Suite 101 Box 114.)

(1.) Please write clearly

(2.) Name: _____

(3.) Date: _____

(4.) Address: _____

(5.) Home Phone: _____

(6.) UCO Extension: _____

(7.) UCO Department: _____

(8.) Email: _____

(9.) Title(s)	(10.) Length	(11.) # Copies
_____	_____	_____
_____	_____	_____
_____	_____	_____

- (12.) Copy(ies) Should Be: Combined to one tape Combined to one disc
 Placed on separate tapes Combined on separate disc
- (13.) Will you Supply Tape's (disc's): Yes No

(14.) _____
Customer Signature

As a condition of using the duplication service provided by Technology Resource Center, I hereby acknowledge that I understand the provisions of copyright laws as they pertain to video recordings, and that I will abide by all such provisions. I understand that TRC-Media Center staff will not duplicate copyrighted materials without written permission from the copyright holder. Paperwork of this material is required.

