



VIDEO ORDER FORM

VIDEOGRAPHER / FIRM: _____

CASE NAME: _____

DATE: _____ **JOB#** _____ **WITNESS:** _____

DATE: _____ **JOB#** _____ **WITNESS:** _____

DATE: _____ **JOB#** _____ **WITNESS:** _____

DATE: _____ **JOB#** _____ **WITNESS:** _____

ATTORNEY NAME: _____ **EMAIL:** _____

LAW FIRM: _____ **PHONE:** _____

DELIVERY ADDRESS (no P.O. Box): _____

Scheduling Attorney; Y / N

Copy Attorney Y / N

Your signature on this form will secure an order that includes either an MPEG1 file or a synchronized digital video file (transcript/video synchronized via DepoView software). All video files ordered are delivered on Pocket Transcript USB drive.

LEGAL VIDEO SERVICES:

Check Initial

Synchronized Digital Video Transcript _____

Non-Synchronized Video File _____

ATTORNEY SIGNATURE: _____ **DATE:** _____

I agree that my firm and I will be responsible for the timely payment of any order indicated above that I request from DepoTexas. I agree that if I am an out-of-city client and/or have no prior credit arrangements made with DepoTexas, the items ordered below may be delivered on a COD basis, and I agree to pay for said order under those conditions when delivered. I acknowledge that payment is due within thirty (30) days upon receipt of the invoice(s). All payment should be sent to DepoTexas, 13101 NW Freeway, Suite 210, Houston, TX 77040. All amounts not paid within 30 days will incur a one-time late fee equal to 1.5% of the total invoice. If collection of the invoice is placed in the hands of an attorney, attorney fees equal to at least 30% of the total invoice price shall be due and owing. If any legal action is required, it is agreed that the venue for such shall be in Harris County, Texas.

You can submit your signed form to production1@depotexas.com