

ANNEX PHOTO

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M5S 1X2

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photos@annexphoto.ca

**Order Number:**

(For lab use)

Date in:

(For lab use)

Name: _____

Company: _____

Phone: _____

Email: _____

Address: _____

QTY	FORMAT	ADD PRINTS*			PUSH/PULL (FOR B/W ROLLS ONLY)	TOTAL
		SIZE	BORDERS	# SETS		
Please use the drop down menus where applicable to fill out this form. This form will automatically generate the subtotal for you when completed electronically.					SUBTOTAL:	

NEGATIVES: (Please select one)

Destroy
Return by mail
Pick up in store

RETURN SHIPPING: (For prints & negatives)**

Standard shipping (\$5) - *qualifying orders only*
Expedited mail with tracking - *to be calculated*

SPECIAL INSTRUCTIONS:

* Each roll comes with digital scans & e-mail transfer by default. Fill out the ADD PRINTS section if you would like to include printed copies of your photos to your order. // ** Final return shipping costs will be calculated after your order is received. You will be contacted with your order confirmation plus estimated shipping costs for approval prior to payment.

PRICING

FORMAT		SCANS ONLY	WITH PRINTS (1 SET)		ADDITIONAL SETS	
			4"	5"	4"	5"
35mm Colour	24 exp	\$13	\$17	\$28	+\$4	+\$11
	36 exp	\$14	\$21	\$34	+\$6	+\$16
35mm B/W	24 exp	\$14	\$22	\$39	+\$5	+\$12
	36 exp	\$15	\$26	\$40	+\$7	+\$17
120 Format	Colour	\$23	\$30	\$36	+\$5	+\$7
	B/W	\$24	\$32	\$38	+\$6	+\$8

* **PUSH/PULL:** +\$5 per stop. *For black & white rolls only.* ****CROSS-PROCESSING:** +\$2 per roll

HOW DOES THIS WORK?

1. **Fill out the order chart above.** The drop down menus in this PDF allow you to select your type of film, your print sizes, etc., and will calculate the subtotal for you.
2. **Select what to do with your negatives after.** If you'd like to get them back, please select either the mail or pick up option in the NEGATIVES section. Otherwise, we'll dispose of the negatives for you.
3. **Select your mode of shipping.** This only applies if you're getting prints or requesting your negatives back. If you selected "pick up in store" in the NEGATIVES option, you can ignore this section.
4. **Mail your package to us.** Print out the first page of this document and tear off the top of the page with our business name and address (as indicated by the dotted lines and scissors symbol) and tape this to the front of your package. Stick the rest of the page inside your package.
5. **Once we receive your order, we'll send you an e-mail confirmation and an online invoice.** This invoice will include sales tax (13% HST). After we receive your payment, we'll commence order on your work and you'll receive your digital scans approximately five (5) days after via e-mail.
6. **You'll receive any associated negatives or prints approximately fourteen (14) business days after receipt of payment.** Please note that we are not responsible/liable for any delays caused by Canada Post. If you're picking your prints/negatives up in store, they'll be ready for pick up any time after you've received the email containing your scans.

If you have any more questions, please check out the **FAQ page** on our website at annexphoto.ca or send us an e-mail at <photos@annexphoto.ca>.

TERMS OF SERVICE

General: except where prohibited by law, your film, media, print, slide, or negative which you have entrusted to us for processing, printing, or other handling constitutes an agreement by you that any damages or loss by our company, subsidiary, or agent, even though due to negligence or other fault of our company, subsidiary, or agents, will only entitle you to replacement film. Except for such replacement, the acceptance of the film, media, print, slide, or negative is without warranty or liability, and recovery for any incidental or consequential damages is excluded. We are not liable for lost, damage, or delay of film/prints caused by technical issues, Canada Post or other mail carriers.

Digital e-transfer of photos: Annex Photo reserves the right to dispose of digital data files after delivery to the client. The client shall be solely responsible for ensuring that it holds adequate back-up copies of all digital data. If any films sent to Annex Photo are not collected by the client within thirty (30) days of completion of Annex Photo's work in connection with said film, then Annex Photo may dispose of or destroy said film.

Prints: please note that the colour, density, and contrast of digital files may not accurately reproduce in print. Annex Photo cannot be held responsible for discrepancies for differences between images viewed on screen and prints produced from digital files.