

Business name	Payment method ⁱ <input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Bankcard <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa <input type="checkbox"/> Direct bank deposit
Contact name	Card number
Date	Card expiry
Purchase order number	Name on card
Phone	Signature
Send order via ⁱⁱ <input type="checkbox"/> Call me <input type="checkbox"/> Registered post <input type="checkbox"/> My courier <input type="checkbox"/> Non-urgent courier <input type="checkbox"/> Urgent courier	Send order to

Number of files in this order ⁱⁱⁱ <i>i.e. 40 files (10 colour boost, 15 black + white, 8 blue tone, 7 blemish removal)</i>	please tick the appropriate boxes:				level one^{iv} [standard retouching]	
	colour boost <input type="checkbox"/>	black + white <input type="checkbox"/>	blue tone <input type="checkbox"/>	gold tone <input type="checkbox"/>	sepia tone <input type="checkbox"/>	cross process <input type="checkbox"/>
	please tick the appropriate boxes:				level two [non standard]	
	colour isolate <input type="checkbox"/>	bleach + tint <input type="checkbox"/>	lighting change <input type="checkbox"/>	add object <input type="checkbox"/>	remove object <input type="checkbox"/>	blemish removal <input type="checkbox"/>

Special instructions (object and blemish removals, lighting changes, filenames, cropping instructions, etc)

ⁱ Payment needs to be received prior to the delivery / shipment of completed orders. Please call for direct bank deposit details.
ⁱⁱ Registered post is the most cost-effective method of receiving your order. Please call me regarding an address for courier deliveries. If you do not want to be charged for a new disc, please provide me with a blank CD or DVD to burn your files to.
ⁱⁱⁱ A minimum order of 10 unique files is required. Please view my current price list for pricing information and full terms & conditions.
^{iv} Please view my website for explanations and examples of my image processing & retouching services.