

VHS Dubbing Request Form

Requestor Information

Name:

Mailbox Location:

FLC

EDC

RCC

Email:

Phone:

List Program Title(s)

1.

2.

3.

4.

5.

6.

7.

Disclaimer: The quality of the dub will reflect the quality of the original master tape. Media Services will not be responsible for damaged tapes.

Submit This Form

Submit this completed form along with your master tape(s) to Media Services. We are located at the Folsom Lake College main campus, in PE-102. Please allow for a two week minimum turn around. You will be notified by email when the dub is complete.

Media Services Office Use Only

Date Received:

By:

Date Completed:

By:

Picked up:

Campus Mail:

Notes: