

Touching Memories

1583 Grace Ave., San Jose, Ca. 95125
(408) 796-7004

Bulk Scanning Rates – September 2009

1 to 500 Photos	\$0.25 per Photo (Minimum Charge \$25.00)
501 to 999 Photos	\$0.20 per Additional Photo
1000 + Photos	\$0.15 per Additional Photo

Preparation Instructions

In order to receive bulk pricing, the customer is responsible for some minimal preparation of the photos for scanning. If you have any questions, please call.

1. Photos must be thoroughly clean. If your photos came out of an album and have stickup on the back, you must clean the stickum off the photos. Failure to do so can result in prints double feeding or streaks on your scans. Dirty prints require the scanners to be cleaned excessively and you could be charged a cleaning fee.
2. Photos that are torn, have tape on them, stapled, or are extremely fragile should not be bulk scanned.
3. Prints should be sorted by size as best possible. You do not have to sort them by orientation, but that would be most helpful.
4. Prints should be delivered in a "shoe box" as opposed to envelopes. If you have reason to separate portions of your prints, please use something like an index card to separate them.
5. The Minimum size print is 2x2.5 inches. If you have prints that are smaller than that, we will scan them for you at bulk rates as long as the number is not large. They must be separated from the remaining of your prints.
6. The Maximum width of a print is 8.5 inches. Over sized prints can not be bulk scanned. Ask us about scanning oversized prints.