

NAC CASSETTE DUPLICATION ORDER FORM

Projects will not be started until all Documents, Artwork, Audio, and Payment are received

NOTE: PLEASE USE ADOBE ACROBAT OR READER TO FILL OUT THIS FORM. IF YOU USE ANY OTHER APPLICATION, ESPECIALLY PREVIEW ON A MAC, **EXPORT** A PDF OR JPEG RATHER THAN SIMPLY SAVING THE FORM TO PRESERVE THE DATA YOU'VE ENTERED.

CUSTOMER INFORMATION

Company / Label Name _____
Contact Name _____
Phone _____
Email _____

Date order placed _____
NAC Customer ID# _____
Quantity _____ ☐ New Master ☐ Reorder

PROJECT INFORMATION

Item or Release I.D. # _____
Artist _____
Project Title _____
Customer Purchase Order# _____

MASTER

Customer's Original Master Format:
☐ Upload ☐ Optical (CD/DVD) ☐ Cassette
☐ Other: _____
Program Ready Audio? ☐ Yes ☐ No
Total Time Side A: _____ (Tracks: _____)
Total Time Side B: _____ (Tracks: _____)
Same Audio Both Sides: ☐ Yes ☐ No
Apply DOLBY B NR? ☐ Yes ☐ No

TEST CASSETTE

Test Cassette Required: ☐ Yes ☐ No
Send Test Cassette To: ☐ Billing address
☐ Shipping address
Send Test Cassette Via: ☐ USPS 1st class mail
☐ Other: _____

(No charge for test tape with order,
but shipping cost will be applied.)

NAC INTERNAL USE ONLY

LOCATION: _____ DATE MASTERED: _____
TEST CASSETTE: ☐ Yes ☐ No #COPIES _____
DOLBY: ☐ Yes ☐ No SLAVE: _____
TAPE TYPE: _____ C: _____
RUNTIME-SIDE A: _____ -SIDE B: _____
AUDIO ENGINEER: _____
NOTES: _____

CASSETTE

TAPE TYPE: ☒ SUPER FERRIC Ferromaster C456,
the ONLY music tape being manufactured.
CASSETTE SHELL COLOR: Color Name _____
Color Code _____
(Refer to Shell Color Chart)

DESIGN APPLIED TO SHELL

☐ NONE
☐ PRINTED PAPER LABELS
☐ DIRECT IMPRINT

SIDES FOR DESIGN

☐ A/B (Separate art for each side)
☐ A/A (Same art both sides)
☐ A only

IMPRINT INK COLOR:

☐ Side A: _____
☐ Side B: _____

PACKAGING

PACKAGE INSERTS
☐ None ☐ Customer Supplying Pre-printed J-cards
☐ J-CARDS (to be printed at NAC)
☐ U-CARDS (to be printed at NAC)
☐ 3 Panel ☐ 6 Panel ☐ Front Printing
☐ 4 Panel ☐ 7 Panel ☐ Back Printing
☐ 5 Panel ☐ 8 Panel
☐ O-CARDS (Cassingle Sleeves)

CASSETTE BOX:

☐ None ☐ Plastic Case - Clear ☐ Overwrap Individually
☐ Plastic Case - Black ☐ Tear Strip In Overwrap
☐ Soft Poly Box
☐ Other: _____

WRAP:

☐ None

☐ Outer Sleeve for Plastic Case Overwrap over outer sleeve: ☐ Yes ☐ No

☐ Other: _____

DOWNLOAD CARDS

☐ None ☐ Customer Shipping Pre-printed and Cut Download Cards
☐ Customer Supplying Download Card Design and Codes to be printed at NAC

COMMENTS

BILL TO

Name: _____
Attn: _____
Address: _____
City _____
State _____ Zip/Postal Code: _____
Country _____

SHIPPING

Blind Shipment: ☐ Yes ☐ No (If YES, there will be no reference to NAC on any package or paperwork)

UPS: ☐ UPS-GROUND ☐ UPS-3 DAY ☐ UPS-2 DAY ☐ UPS-NEXT DAY

UPS ACCT#: _____

FEDEX: (On customer account # only) ☐ FEDEX-GROUND ☐ FEDEX-2 DAY ☐ FEDEX-NEXT DAY

FEDEX ACCT#: _____

OTHER: ☐ USPS-PRIORITY MAIL

NAC will not replace or refund any lost or damaged mdse. sent within the US via US Postal Service.

SHIP TO

Name: _____
Attn: _____
Address: _____
City _____
State _____ Zip/Postal Code: _____
Country _____

PAYMENT

To streamline the payment process and keep our customers' credit card information more secure,
National Audio will send you a Sales Order / Invoice with your total for this project.

You may pay by major credit card through the secure links provided in the Sales Order and email.

If you wish to receive the invoice through a different email account than the email listed above, list it here.

Email _____

**Submit this form to National Audio with the completed
IPR Form, Tracklist, and your Audio and Artwork files.**



National Audio Company

P.O. Box 7100, Springfield, MO. 65801
phone 417-863-1925

www.nactape.com • jkemna@nactape.com