

Data Storage Fee - Please Read

In our efforts to maintain prompt and high quality service, Holder Printworks will add a \$10/week storage fee for all projects that are awaiting input from customers for prolonged periods.

Why is this necessary?

An hour of digital footage takes up 13 GB of storage, plus supporting files. Considering that a typical hard drive has a capacity of 80GB, it is not difficult to see that a few pending projects can claim substantial disk space. When this happens, it impacts on the time it takes to complete other projects, and inevitably affects the workflow at Holder Printworks.

When and how is this fee added?

Effective September 1st, 2006 once a project has been returned to a customer for approval or edits, that customer will have 1 week for every 1 hr. of running-time to review. If the project is not returned to Holder Printworks within that week, a \$10 fee will be added to the bill for every additional week that project is not reviewed and returned.

For instance, if a 2 hr. project is returned to a customer for edits, that customer will have two weeks to make all edits. If the project is not returned in that period, a fee of \$20 (2hr x \$10) will be added for each additional week that project is not returned for completion.

Customers that ship projects to Holder Printworks will have an additional 3 days for review.

I have read and understand the Data Storage fee may be added to my bill in the future.

Date: _____

Signature: _____