



2625 NE John Carlson Rd. Suite 101 * Bremerton, WA * Tel: 360-698-1700

Dojo Technology On-Line Work Order

Client Information:

Company Name:

Email:

Address:

Phone:

Primary Contact:

Job Reference Number:

City:

State:

Zip:

Work Details:

Data Submission:

Overnight FTP Email Other

Documents Contain Foreign Language.

Estimated Disk Size:

Date Due:

Time Due:

Comments:

Conversion:

Output Type:

Tiff PDF Other

Convert:

- Everything
 Omit source code/programming files
 Standard Office documents (i.e. Word, Excel, Etc.)
 Index Only
 Other

Comments:

Load File:

- Opticon
 Summation
 LFP
 Other

Produce:

- Metadata/
Exceptions
 Load File

Format:

- Turn Landscape
 Slipsheet
 Filename
 Blank
 Special Format

Delivery Method:

- FTP
 CD
 Other



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Branding:

Brand Files:

Yes No

Beg. Numb./Comments:

Comments:

Other Services:

- OCR
- Image redaction.
- Duplicate set of master CD(s)
- Hard drive work (imaging, indexing, extracting)
- Image or document manipulation.
(Custom work) Describe in comments.

Comments:

Extra Information:

Dojo Confirmation: