

**Client:**

please fill in digitally or in PRINT CAPITALS!

Send to:

REPRO ONLINE  
Abteilung Buchscan  
Mohrenstraße 11-17

D-50670 Köln

\_\_\_\_\_  
First Name Last Name

\_\_\_\_\_  
Company

\_\_\_\_\_  
Street number

\_\_\_\_\_  
Zip code, town, country

\_\_\_\_\_  
Email for order confirmation, data and invoice!

\_\_\_\_\_  
Telephone for queries

\_\_\_\_\_  
VAT ID

**BOOK SCANNING ORDER**

Please fill out this order form completely and send it together with your scan templates to the address above. After we have received and checked your originals, you will receive an email confirmation with a fixed price for your order. If you do not agree to these costs, we will return your originals to you free of charge. In this case, you will not incur any costs.

Digitization specifications      Please fill in/check!

Color mode       Color       Grayscale       B/W

Output format       PDF

Resolution       300 dpi

additional       OCR text recognition       Word<sup>1)</sup>       epub<sup>1)</sup>

OCR language setting<sup>2)</sup>       German       \_\_\_\_\_

Book treatment       non-destructive       may be cut open

Book return       return       dispose<sup>3)</sup>

Number of books: \_\_\_\_\_

Number of pages: \_\_\_\_\_

Your comment:

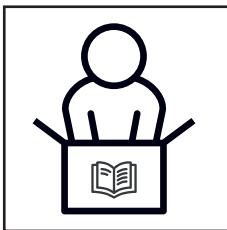
\_\_\_\_\_  
Date / Signature

1) Free additional service, with no claim to appearance/completeness (only in conjunction with OCR text recognition).  
2) No more than 3 languages possible at the same time! Fraktur script (old German) is not possible at the same time as German.  
3) The originals are disposed of approx. 4-6 weeks after data transmission. Complaints are excluded thereafter!

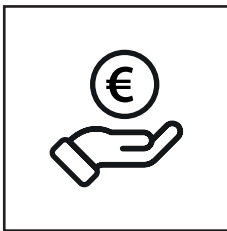
## Your book scanning order. This is how it works:



Please fill out the order form above.



Send your order together with the scan templates to the REPRO ONLINE address provided.



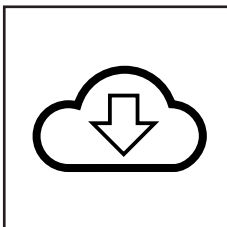
Upon receipt of your shipment, you will receive an order confirmation by email. This will show the services ordered and the price for your order. Please make your prepayment promptly to the bank details given in the order confirmation.



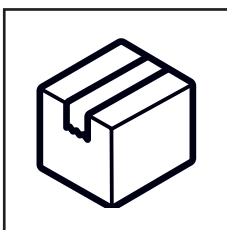
We start digitizing immediately after receipt of payment. The processing time is usually a maximum of 10 working days.

General note:

The book scan is not suitable for creating professional reprints. Please observe the usage and reproduction rights of the publisher/author!



Once the scan has been completed, you will receive a download link by email which you can use to download your scan data.



We will return your originals by courier or dispose of them after approx. 4-6 weeks.