



CHARTING REQUEST

(All requests will be initially treated as a request for a quotation.)

Use this form if you want SCEYA to

- to create some charts from a file (GEDCOM or a suitable family history program)
- to print client-prepared charts (in suitable file formats)

Please send this form and a customer details form with your data set or GEDCOM file

by email to

charts@sceya.com.au

by post to

PO BOX 76, GLEN OSMOND SA 5064, AUSTRALIA

CUSTOMER DETAILS <i>(Person paying the account)</i>		Email	
		Phone <i>(Please include area codes with phone numbers)</i>	
Title (Mr/Ms/Mrs)		Daytime	
Given Name		Evening	
Surname		Mobile	
Address 1		Fax	
Address 2		Best times	
City / Suburb		INTENDED METHOD OF PAYMENT <i>(mark one YES)</i>	
State		Cheque (Aust. Dollars only)	
Country		On-line Bank Deposit (details later)	
Postal Code		Credit Card (details later)	

CHART DELIVERY ADDRESS <i>(Only if different from the Customer Address)</i>		DATA FILE SENT <i>(See NOTES section below for more details.)</i>	
Title (Mr/Ms/Mrs)		Name of data file or GEDCOM file sent	
Given Name		Name of the software that created the file	
Surname			
Address 1			
Address 2		Software version	
City / Suburb		How sent? <i>(Email attachment, CD by Post)</i>	
State			
Country		Date sent?	
Postal Code			

PRIVACY
The Australian Privacy Act places restrictions on the collecting and distribution of information relating to living persons. When you (the Customer) send data to SCEYA containing any information about living persons then you must indemnify SCEYA Pty Ltd against any legal actions relating to your requests to SCEYA Pty Ltd to print this information.

To accept the privacy statement please write **AGREED**

COPYRIGHT
SCEYA Pty Ltd will not copy works without the copyright holder's permission. If you compiled all the data then you have a copyright. You (the Customer) must indemnify SCEYA Pty Ltd against any legal actions for wrongful copying as a result of your request.

To accept the copyright statement please write **AGREED**

NOTES
The files created by family history software can vary from version to version. SCEYA prefers the native file format created by a package rather than a GEDCOM file. The GEDCOM files created by some packages are not compliant to the GEDCOM 5.5 specification. In general, SCEYA will accept files from the popular family history software but it reserves the right at any time to exclude certain file formats. We suggest that you submit your file anyway and we will respond with alternatives if the file is not suitable.

Describe your chart(s) in words Like – “the descendants of John Smith (1811- 1857”) or “the ancestors of Mary Ann Smith (b. 2003), showing years only of Births, Deaths and Marriages”. Please give a title for chart, details to be shown for each person and any other annotations or colour coding of persons, number of generations, total number of persons in a chart, etc. and anything that you consider important.

Describe the purpose and method of display of your chart(s) Like - this chart is for display at a family reunion where the maximum display space is 20ft (6m) or to help my own research to find missing information or this is a present for a Wedding Anniversary that will be framed.

REQUIRED OUTPUT – COPIES, SIZE AND QUALITY

Number of copies on paper type	DRAFT 90gsm		STANDARD 170gsm		SEMI-GLOSS 140gsm	
Expected chart width		Expected chart height		Millimetres or Inches?		
Preferred paper roll width?		610mm (24in)			914mm (36in)	
Deadline date of requested chart(s)						