1. If the Album/Single is sealed, scan front and back.



2. If the Album/Single is not sealed, scan: front, back, inner side of the insert and front of the CD:











3. Cardsleeve/Plastic sleeve - scan: front, back, front of the CD:



4. Cassette - scan: front, back, side A, side B, full cover out.



Any other items - please let us know and we will tell You how and what to scan. Thanks!

MAKE SURE THAT YOUR SCANS ARE NOT CUT ON THE EDGES!

