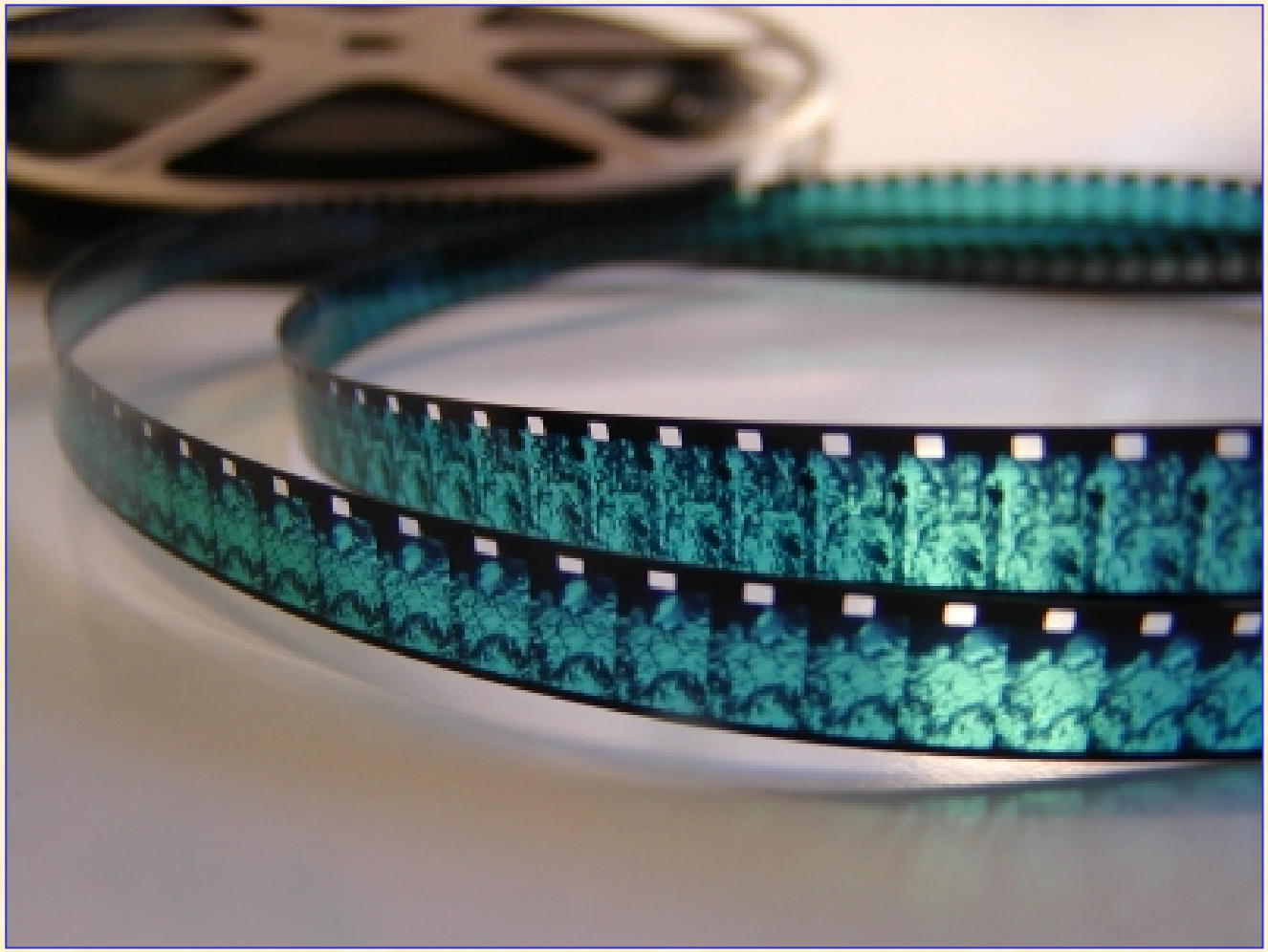
Preserving Your Motion Film and Video Tapes



Preserving Your Motion Film

- Color film should be stored at the coldest possible temperature to reduce fading - temperatures up to -1ºC with 25% to 35% relative humidity
- Black-and-white film can be stored at maximum 10ºC, also with 25% to 35% relative humidity
- Store film in polypropylene containers, archival cardboard or treated metal cans; be sure that the containers are not airtight

Preserving Your Motion Film

- When storing, film should be wound evenly with the emulsion side out
- Be sure that film lies horizontally in storage
- Label the film on the outside of the container; do not put paper or other materials inside
- Video tape will not likely last as long as film
- Transferring your film to video is good for access to the film, but the original film should be kept

Caring For Video Tape

- Video tape only has an expected life of 10 to 30 years
- Threats to video tape include: exposure to liquid or dry debris; stretching, creasing, or breakage due to playback on poorly maintained equipment; uneven tension when rewinding; demagnetizing; inadvertent erasure or rerecording; and natural disasters such as fire or flooding.

Caring For Video Tape

- Best long-term storage conditions for video tape call for temperatures at a maximum 15ºC and 25 to 35% relative humidity
- Magnetic media should never be stored at temperatures below 7ºC, or near magnetic sources such as motors, transformers, electrical fixtures, loudspeakers, or vacuum cleaners, which may demagnetize them

Caring For Video Tape

- Tapes should be stored upright (standing on end like a book) in plastic polypropylene cases; keeping them flat can cause warping
- Tapes should be wound to the end and then rewound back to the beginning before they are stored; storing them partially wound can also cause warping of the tape