



Request For Channel Time

Producer Information:

Name: _____ License Number: _____

Phone: _____ Email: _____

Address: _____

City: _____ State: _____ ZIP: _____

The AWCA-TV staff may publicize single and series programs in a variety of ways (i.e. monthly guide, newspaper, electronic bulletin board, etc.). All members are encouraged to promote their own programs through any means available to them. I certify that the contents of the program broadcast will meet the requirements and laws of the Federal Communications Commission, State and Local governing agencies, and AWCA-TV policies and regulations.

Producer Signature: _____ **Date:** _____

Sponsor Information (necessary if program is not local):

Name: _____ Phone: _____

Address: _____

City: _____ State: _____ ZIP: _____

Sponsor Signature: _____ **Date:** _____

AWCA-TV Policies allow member-produced programming to be shown a maximum of four times during the first week of play. Programs are restricted to two prime-time showings per week (prime-time is defined as 5pm-10pm).

- DVD should be a non-menu based format
- Program must be properly labeled, including name of program, total run time, and date, if applicable.
- Programs using AWCA-TV facilities must credit AWCA-TV for use of its equipment and facilities.
- New episodes must be delivered or received by AWCA-TV no later than 3 days prior to airing date.
- Please refer to full list of rules and requirements in the Policies Handbook.

Name of Program: _____ **Local / Import**

Program Length (Hours:minutes:seconds): _____: _____: _____ Program Type: **Single** **Series** **PSA**

Program Description: _____

Save DVD for producer: **YES / NO**

Allow AWCA-TV to webcast this video on our website: **YES / NO**

OFFICE USE ONLY

Approved By: _____ Date: _____

Producer Membership on file **YES / NO**

Sponsor Membership on file **YES / NO / N/A**