

Wilbraham Public Access

Cablecast Request Form

Program/Series title: _____

Producer(s): _____

Library code: _____ Tape #: _____ Program #: _____ Pre: _____ RT: _____

Are the tape/DVD & case labeled on the front and spine (tape) with all required information? _____

Program summary & Guests: _____

Financial underwriting, Sponsorship and Grants

Underwriter, sponsorship and Grants are provided by an individual, business or organization for profit or non-profit, which provides funds, equipment or other items of value to support a production. Goods, services or money received through underwriting, sponsorship or grants, are to be used ONLY to defray the costs of production, distribution or public relations. Such costs could include, but are not limited to, video tapes, sets, duplication, printing, mailings, wardrobe and make-up, cost of running equipment, producing and hosting, food for crew, lights, etc. Other valid costs are to be determined by the Wilbraham Public Access Cable Television Committee.

In-Kind Support

In-kind support refers to donations of goods, services in lieu of monetary considerations. All in-kind support must relate directly to production needs.

Donations and Contributions

Donations and contributions for miscellaneous and non production needs are to be directed to the Wilbraham Public Access Cable Television Committee, and are not to be accepted by individual members.

Project Funding Status

Are you receiving any financial or in-kind support for this program or series? __ Y __ N
Have you, in accordance with WPA rules & procedures, reported any and all income to the Wilbraham Public Access Cable Television Committee? __ Y __ N

Please list any sponsors or underwriters you will acknowledge in your production.

Please list any in-kind donations you have received for this program or series.

For scheduling in appropriate time slot, please inform us if this program contains any of the following? (Please check all that apply)

Questionable Technical Quality ____ Mature Theme ____ Adult Language ____

Depiction of Violence ____ Nudity ____ Sexual Content ____

Other _____

Have you read and signed the *REQUIRED AGREEMENT* on the back of this page?

There will be no cablecast of this program without this signature!

I understand that I am responsible for the production and presentation of my program(s). I certify that no advertising, lottery nor lottery information, nor obscene, nor indecent, nor slanderous, nor libelous material, nor invasion of privacy is contained in this program. I have obtained all appropriate clearances for authorization to transmit program material over the public access channel(s). I understand that failure to fully disclose any funding information, sources and amounts (cash or check) could be grounds for termination of access privileges. I accept full responsibility for the WPA rules, I have read the rules, I understand the requirements contained within the rules and I will comply with them. I agree to hold harmless the Town of Wilbraham, Charter Communications, their officers, directors, employees (and their successors), agents and representatives from any and all liability, loss, claim, cost or damage of any nature whatsoever which may arise by reason of any claim that any material produced, cablecast or disseminated by me infringes or violates any right of any person or organization.

Signature: _____ Date: ___/___/___

Print Name: _____
