



Program Compliance Form
Request for Playback – Channel 19
 Phone: (651) 792-7515 | Fax: (651) 792-7501
 ctvnorthsuburbs.org

(STAFF INITIAL)

(DATE)

Producer(s) Name: (PLEASE PRINT)

[Empty box for Producer(s) Name]

Producer Residence/Address

(STREET ADDRESS) (CITY) (STATE) (ZIP)

[Empty box for Producer Residence/Address]

Producer Contact information

(MAIN PHONE NUMBER) (EMAIL ADDRESS)

[Empty box for Producer Contact information]

Local Organization Affiliation (If any)

[Empty box for Local Organization Affiliation]

Name of Program

[Empty box for Name of Program]

(PROGRAM DESCRIPTION)

[Empty box for Program Description]

(LENGTH OF PROGRAM: H:MM:SS) (DATE RECORDED)

[Empty box for Length of Program and Date Recorded]

(HOW ARE YOU SUBMITTING YOUR PROGRAM: FLASH DRIVE, HARD DRIVE, DOWNLOAD LINK, PRISMA NETWORK)

[Empty box for Submission Method]

(NAME OF YOUR MEDIA FILE – IF NOT THE SAME AS TITLE ABOVE)

[Empty box for Media File Name]

A. The program producer(s) shall be fully responsible for any disputes arising out of an audio or video program's content; including programming that is judged to be obscene, libelous or slanderous, programming that violates applicable local, state or federal law; and programming that makes unauthorized use of copyrighted material. The producer(s) shall agree to indemnify and hold harmless the North Suburban Communications Commission and its member cities and the North Suburban Access Corporation/CTV, including their employees, agents, directors, volunteers and/ or officers, from an liability, damage, cost, judgments or other injury of any kind, including (but not limited to) the cost of defense and reasonable attorney's fees, which may result from any audio or video program production.

B. Neither lotteries nor lottery information will be cablecast.

C. The community access channels are not to be used to advertise or promote the sale of products or services. Description or praise of a product, services or business, which encourages purchase, is not permitted. Intentionally showing product names, logos, and other symbols specifically for advertising or promotion is prohibited.

D. Programming submitted may contain sponsoring of their programs from private and/or public sources in order to offset production costs. Credit to funding may include a character generated name or logo, telephone number, web site, picture of the business and its address. The credit may not contain any comparative or qualitative language about the underwriter or its products or services; may not mention price; and may not include any content the purpose of which is to motivate a viewer to purchase a product or service.

E. Although "broadcast standards" will not be used in considering programs for playback, a program may be rejected for playback if, in CTV's sole discretion, the audio and/or video quality is so poor that the viewer will have difficulty watching or listening.

F. The above notwithstanding, CTV will not edit, or alter in any way, the content of any program submitted to it for cablecast. The community producer must do any editing that is required in order to comply with the rules.

G. The community producer is responsible for obtaining all clearances from the owner for use of any copyrighted or protected material, including music licensing organizations, program distributors and any other persons necessary to authorize transmission or program material on the access channels and web. Likewise, the community producer is responsible for securing all talent releases and must be able to document that the playback of the program does not violate the rights of a third party. The community producer agrees to assume full responsibility for any and all disputes arising from unauthorized use of copyrighted material and agrees to hold harmless in such disputes the North Suburban Access Corporation, the North Suburban Communications Commission, the cable company serving them, and their affiliates, officers, agents and employees.

H. Programs submitted for playback on CTV Channel 19 must be done by a resident of CTV's nine-city area: Arden Hills, Falcon Heights, Lauderdale, Little Canada, Mounds View, New Brighton, North Oaks, Roseville, and St. Anthony.

I. CTV is not responsible for loss of program content due to lost or damaged media. Do not submit Masters!

J. The community producer retains ownership of and is solely responsible for the content of any program produced and turned in to CTV.

PRODUCER SIGNATURE

DATE

I have read and understand the North Suburban Access Corporation Policies and Procedures