



## Access Cablecast Application

All programs submitted for cablecasting on Warrenville's access channel must be reviewed and approved by a member of the Warrenville Cable Communications Commission. The Commission member will review the submission for content only as it applies to obscene material as defined by the Federal Communications Commission (FCC). He/she will review technical quality both of audio and video.

Tapes can be in VHS, DV or DVD format. Submission must be labeled with program name, exact running length, producer's name, copyright holder (if applicable), and date.

The following form must be fully completed in order for a tape to be aired on Channel 10.

### Contact Information

Producer's Name	Organization	
Address	Daytime Phone	Evening Phone

### Submission Information

Program Material Type	Program/Series Title	Start/End Dates for Airing Program*
Program Description		Running Time: (i.e. 30 sec. black, 35:24 body)

### Content Quality

Please mark "Yes" or "No" after every question.	Yes	No
Does the submission advertise for a product or service?	<input type="checkbox"/>	<input type="checkbox"/>
Does the submission contain campaign material for candidates for public office?	<input type="checkbox"/>	<input type="checkbox"/>
Does the submission fund solicitation for any purpose?	<input type="checkbox"/>	<input type="checkbox"/>
Does the submission contain material for a mature audience?	<input type="checkbox"/>	<input type="checkbox"/>
Does the submission contain copyrighted material?	<input type="checkbox"/>	<input type="checkbox"/>
If yes, is a permission letter from copyright holder for the City to cablecast attached?	<input type="checkbox"/>	<input type="checkbox"/>

*\*Although dates will be accommodated, exact scheduling will be at the discretion of City staff.*

**Technical Quality**

<b>Please mark "Yes" or "No" after every question.</b>	<u>Yes</u>	<u>No</u>
Is the submission free from damage?	<input type="checkbox"/>	<input type="checkbox"/>
Is the submission on virgin tape or DVD?	<input type="checkbox"/>	<input type="checkbox"/>
Is the submission recorded at standard play speed?	<input type="checkbox"/>	<input type="checkbox"/>
Is the submission first generation or better?	<input type="checkbox"/>	<input type="checkbox"/>
Is the submission free from control breaks?	<input type="checkbox"/>	<input type="checkbox"/>
Does the submission have adequate audio?	<input type="checkbox"/>	<input type="checkbox"/>
Does the submission have adequate video?	<input type="checkbox"/>	<input type="checkbox"/>

**Indemnification**

I agree to indemnify and hold harmless the City of Warrenville from any liability, loss, litigation, claims, demands, damage, and expenses including reasonable attorney's fees caused by or arising out of any material supplied by the sponsor, including any disputes arising from unauthorized use of copyrighted material. In addition, I hereby acknowledge and consent to having this program distributed via the Comcast cable television system in Warrenville, Illinois to all communities presently or henceforth interconnected to the Warrenville signal.

\_\_\_\_\_  
Producer's signature

\_\_\_\_\_  
Date

**Review**

<b>To be completed by a Warrenville Cable Communications Commissioner</b>	<u>Yes</u>	<u>No</u>
Program watched in its entirety including any tape after the program ends?	<input type="checkbox"/>	<input type="checkbox"/>
Information submitted by producer accurate and matches submission?	<input type="checkbox"/>	<input type="checkbox"/>
Disclaimer, if required, included?	<input type="checkbox"/>	<input type="checkbox"/>
Meets content review requirements?	<input type="checkbox"/>	<input type="checkbox"/>
Meets technical review requirements?	<input type="checkbox"/>	<input type="checkbox"/>
Dates program aired _____		
_____ Commissioner's Signature		
_____ Date		