



## Program Proposal Form

Date: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Organization: \_\_\_\_\_

*The information requested in this proposal will enable the MCM staff to determine your production needs. Please type or print your answers in the spaces provided and submit the completed proposal to the MCM Station Manager.*

1. Title of Program:

2. Series or Single Program:

3. Length of each program in minutes:

4. Format: DVD \_\_\_\_\_ Digital File \_\_\_\_\_

5. Describe what the program will be about:

6. Why are you producing this program:

7. Desired audience:

8. If available, what day and time are preferred to reach your target audience:

9. When do you expect the entire project to be completed:

11. Describe any special permits you will be required to get from public or private sources in order to tape and/or cablecast:

12. Are there any grants, patrons, or underwriters involved with funding your production:

13: Additional Comments:

All Applicants must read the following before signing:

*I acknowledge that the submitted program contains material that may be considered offensive, controversial, and/or inappropriate for younger audiences and therefore agree to an assigned cablecast time slot after 10:00pm. I also agree to a "Viewer Discretion Advised" or "Explicit" warning on all scheduled listings as well MCM promotional material.*

If the preceding statement applies, please check here: \_\_\_\_\_

I have read, am familiar with, and agree to abide by the policies and regulations regarding programs aired on Medford Community Media Public, Educational, and Government Channels.

- I am familiar with the nature of the program material and take full responsibility for its content.
- I understand that the following material is prohibited for presentation on the Public Access Channel for Medford:
  - Any commercial advertising.
  - Any material which constitutes libel, slander, invasion of privacy or public rights, or use of trademark or copyright which may violate local, state or federal law.
  - Any material concerning lottery information, gift enterprise, or similar scheme.
- I understand that I am responsible and agree to hold harmless Medford Community Media, The City of Medford, Comcast and Verizon from any liability, loss, claim, cost or damage of any nature whatsoever which may arise from cablecasting the above mentioned program.
- I understand that it is Medford Community Media policy to program any material which may be considered offensive, controversial and/or inappropriate for younger audiences after 10:00pm and have indicated above if this program contains such material.

Producers Signature: \_\_\_\_\_

Date: \_\_\_\_\_