

# REGULAR TIMESLOT APPLICATION FOR NWCT MEMBERS

YOU CAN APPLY FOR ONLY **ONE** REGULAR TIMESLOT.

## PLAYBACK USE ONLY — PROGRAM ASSIGNMENT

DAY

TIME

CHANNEL

## MEMBERS — FILL OUT ALL THE INFORMATION BELOW — PLEASE PRINT LEGIBLY

Program title AS YOU WANT IT TO APPEAR ON CHANNEL — **TITLE MUST REMAIN THE SAME ON ALL RELEASE FORMS**

I will be submitting my program on: CHECK ONE  DV tape  DVD

**IF YOU WANT TO CHANGE MEDIA FORMATS, PLEASE CONTACT PLAYBACK AT 763.533.8196 TO OBTAIN APPROVAL.**

The length of my program is: CHECK ONE (NO EXCEPTIONS)  Half hour  Hour

Each new program should be cablecast for: CHECK ONE  A month  Two weeks  A week

Your program will be given **one weekly timeslot** (plays three times in a 24-hour period on an 8-hour rotation).

1st timeslot choice:

**DAY**

**TIME**

**CHANNEL**  19  20

2nd timeslot choice:

**DAY**

**TIME**

**CHANNEL**  19  20

Timeslots are available on a first come, first served basis—playback will attempt to honor your requested choices.  
**NWCT reserves the right to change your regular timeslot. You will be notified if this occurs.**

### Please read the following:

1. If you have a **weekly** timeslot and do not turn in any new programs for a month, you will lose your regular timeslot. If you have a **monthly** timeslot and do not turn in a new program one month after the last program was submitted, you will lose your regular timeslot. You will not be able to reapply for a regular timeslot for **six months**. \_\_\_\_\_ (Member initials, date)
2. Programs are removed from playback monthly. **Producers are responsible for picking up their programs within 90 days**—after that, they are recycled.
3. Your program must be submitted to a studio manager at least **two days** before it plays—if not, the last program you submitted will be played. **Only one show per tape/DVD**, please.
4. The tape/DVD and case must be labeled with the program title, producer's name, and program length—each program must be accompanied by an NWCT Release Form.
5. **Tape submissions** must include a minimum of 30 seconds of black at the beginning and end of the program. **DVD submissions** must be created with a **single play** menu—no animated menus, please. Auto play DVDs will not be accepted as they do not function in playback.

### I have read and understood this form.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Name MUST BE THE SAME ON ALL RELEASE FORMS

Email address

Address (include city, state, and zip code)

Home phone

Cell phone