



# WAYCROSS COMMUNITY MEDIA

## Community Messenger Cablecast Agreement

FOR OFFICE USE ONLY!	
DATE RECEIVED	DATE POSTED
EXPIRE/RENEWAL	
DO NOT WRITE IN THIS AREA	

The Community Programming Board displays a message board during time blocks in which no programming is played on the access channels of Time Warner Cable of Cincinnati. To submit a message, please send this form at least one week in advance to: Community Messenger - Waycross Community Media - 2086 Waycross Road - Forest Park, OH 45240-2717 or email it to info@waycross.org.

### RULES FOR USE

as established by the CPB of Waycross Community Media

Waycross offers a display system for non-commercial public information and announcements on the Public, Government, and Educational access channels.

Eligible message/announcement providers:

1. CPB member governments -- Forest Park, Greenhills Springfield Township and Colerain Township.
2. State of Ohio and U.S. federal agencies
3. School districts and schools with students in our member communities
4. Non-profit organizations serving constituents in our member communities
5. Local producers using the system to promote their cable access programs

Providers submit their own messages:

1. Successful messages are considerate of viewers/readers ...
  - Keep messages short (we suggest under 100 words)
  - type in upper and lower case -- use capitals for emphasis, but YOU NEED NOT SHOUT EVERY WORD!
2. Before messages may be displayed, we require completed applications. Applications may be obtained by mail or fax by calling the Waycross studio, or printed from the website at www.waycross.tv.
  - Application/agreements are public documents, available for inspection.
3. Message providers may submit their messages in the following manner:
  - On paper. The message may be dropped off, faxed or mailed to the studio. It must be accompanied by a completed and signed application.
  - On the web, at www.waycross.tv
4. Event announcements and program promotions may run up to six weeks.

Additional information related to the video bulletin boards:

1. Waycross staff may edit the content of the message to allow it to fit on the screen.
2. Waycross staff may choose backgrounds, visual effects, etc. to enhance the visual appeal of the message.
3. Waycross staff may act as proofreader for the message posted, but any messages submitted to the Waycross Community Messenger should be proofread by the submitter for spelling, grammar, and accuracy.
4. Messages may also be used on the Waycross website. Completion of the Community Messenger Cablecast Agreement also implies consent to post the information on the world wide web.

### CABLE ACCESS APPLICATION & AGREEMENT

for video display of text message(s) through the services of Waycross Community Media

The undersigned hereby confirms authorization to publically present this information on behalf of the organization represented, affirms that the message neither endorses commercial products (or services) nor solicits funds, and request the accompanying message(s) be displayed via cable access.

The undersigned warrants that the accompanying message(s) are appropriate for all audiences.

The undersigned acknowledges that Waycross Community media will keep this application and a copy of the message as a public record for inspection upon written request. False or misleading information on this application may result in forfeiture of community access privileges, plus other remedies in law or equity.

The undersigned understands that the message may be edited for the available space within the system.

-- please print --

Contact person: \_\_\_\_\_

Street: \_\_\_\_\_

City, State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

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

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

City, State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Cablecast Start Day: \_\_\_\_\_ Cablecast End Day: \_\_\_\_\_

Title/Topic: \_\_\_\_\_

Text Message: \_\_\_\_\_

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Additional Information Contact Phone #: \_\_\_\_\_

Comments/Other Requests: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Authorizing Signature: \_\_\_\_\_