



PORTLAND COMMUNITY MEDIA
 2766 NE Martin Luther King Jr. Blvd. Portland, OR 97212
 Tel (503) 288-1515 Fax (503) 288-8173

LIVE Cablecast Request

Project: _____	Program: _____
Tape #: _____	Facilitator: _____
<i>For Office Use Only</i>	

Received by: _____	Date: _____
<i>For office use Only</i>	Time: _____

Today's Date: ___/___/___	Producer of Record's Name: _____
Program Title: _____	
Program Length: _____:_____:_____ (2 hour maximum)	
Will this program be recorded on to tape and submitted to PCM for additional replays? ___Yes ___No	

SIGN IF APPROPRIATE

This program will contain material which may be obscene and/or offensive to some viewers or may be inappropriate for viewing by children. I will indicate this fact on the program, pursuant to section 6.24 of the PCM "Operational Rules and Procedures" *If applicable, Producer of Record initial here: _____*

TECHNICAL REQUIREMENTS

1. Tape and tape case will be labeled properly with PCM labels.
2. Tape will be cued to last the frame of video of the program.
3. Tape will have at least 45 seconds of color bars and 15 seconds of black at the beginning of the tape.
4. Tape will end with at least 20 seconds of black.
5. Disclaimer, if required, is properly displayed at the beginning of the program.

I confirm that my tape(s) will meet these requirements: _____
 (Please Initial Here)

DUPLICATION RELEASE

I give permission to PCM to make a copy of, or dub clips, from this program to add to the producer tape archive for future cablecast, or inclusion in compilation tapes made or commissioned by PCM. I give this permission pursuant to the terms and conditions listed on the back of this form. Check One: **Yes** **No**

LIVE AND PLAYBACK REQUEST

Weekday Daytime *Live* Channel: _____ Time: ___:___ AM PM Date _____
 Weekend Evening *First Replay* Channel: _____ Time: ___:___ AM PM Day _____
 Late Night *Second Replay* Channel: _____ Time: ___:___ AM PM Day _____

FACILITIES REQUEST

Studio A ___ Studio B ___ MPV ___ Other _____ (based upon availability at time of request)

Comments: _____

Category (check one): ___ Arts ___ Entertainment ___ Education ___ Spiritual ___ Public Affairs ___ Seniors ___ Health ___ Ethnic ___ Information ___ Children's ___ Community Information ___ Municipal ___ Sports ___ Culture ___ Other

Description for TV Guide Channel: _____



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The following rules apply to all programs and users of PCM services. Please read them carefully before you sign this form. If you have questions or would like further clarification, please contact PCM staff before you sign this form.

110 Use of PCM facilities will be scheduled on a non-discriminatory first come, first served basis. PCM, at its discretion, may impose reasonable limitations to assure fair access by all to PCM facilities .

2.20 PCM facilities are for the production of non-commercial programs to be cablecast over PCM channels. Programming material and copies thereof which are produced using PCM facilities shall not, subsequently, be distributed for profit.

2.30 Prior to use of PCM equipment or facilities, a user must furnish positive identification. Applications to use PCM facilities by users under the age of 18 must be co-signed by an adult who is legally responsible for the user.

6.10 No user shall cause to be cablecast any programming which constitutes or promotes gambling in a manner which is in violation of any applicable local, state, or federal laws.

6.15 No user shall cablecast material which constitutes copyright infringement or invasion of privacy, or which is defamatory in nature.

6.20 No user shall cause to be cablecast any material which is obscene or indecent.

6.21 In applying 6.20, Portland Community Media shall rely upon and act upon judicial determination of obscene or indecent content of any material in question.

6.22 A user must use a warning message as described in 6.24 with any program in which is seen uncovered any of the following portions of a live human maturely developed body: the nipple or aureole area of a female breast; the genital area of a male or female; the anal cleavage of a male or female.

6.23 A user must use a warning message as described in 6.24 with any program in which is heard a slang, vulgar or colloquial expression which refers, in the context in which it is used, to sexual intercourse, masturbation, anal or oral sexual contact, to human genitals, or to human elimination.

6.24 A warning message, when required, shall consist of any easily readable on-screen message stating "The following program contains material which may be offensive to some viewers or may be inappropriate for viewing by children." This message shall appear on the screen for at least fifteen seconds at the beginning of a program. It shall be the responsibility of the user to assure that this message is included on the tape of recorded productions containing nudity as described in 6.22 or language as described in 6.23. It is also inserted live at the beginning of any live productions which the user has reason to expect will contain nudity as described in 6.22 or language as described in 6.23.

6.50 All users presenting videotape and/or live programming for cablecast shall agree, as a condition of the cablecast, to indemnify and hold harmless PCM, its employees and its agents from all loss, liability and damage arising out of or caused by the cablecast of the user's program.

7.10 Play dates, times and channels for single programs will be scheduled by request on a first-come, first-served basis. When users do not request certain dates, time or channels, PCM will schedule their programs.

7.20 Serial programs may be scheduled on a first-come, first served basis for a maximum of thirteen installments for cablecasting a serial for the same day, time and channel, if no conflicting requests are made prior to five weeks before the end of the serial's current run.

7.30 If a serial user fails to produce any two installments for a series, the series will be cancelled and the user will not be granted a series time in the future without the permission of the General Manager.

I have read and understand the rules and procedures as stated above. I have reviewed this program and I am aware of its full content. To the best of my knowledge this program is not illegal under applicable local, state and federal laws. Stating and understanding the above, I accept full responsibility for this program and its content. I further agree to indemnify and hold harmless Portland Community Media, its agents, successors and assigns from all liabilities, costs and expenses resulting directly or indirectly from the cablecast of this program.

Signature of producer or producing group: _____

If under 18, signature of adult co-signer: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Check for change of address or phone number: _____