



Davis  
Community  
Television

# Cablecast Request Form

Series Title: \_\_\_\_\_

Episode Title: \_\_\_\_\_

Producer/Sponsor: \_\_\_\_\_ Phone: \_\_\_\_\_

Date of Completion: \_\_\_\_\_ Produced at DCTV?  Yes  No

DCTV Tape Number: \_\_\_\_\_ - \_\_\_\_\_ (If Applicable)

Total Episode Length: \_\_\_\_\_ : \_\_\_\_\_ : \_\_\_\_\_  
Hours Minutes Seconds

All of Episode on this Tape?  Yes  No

Episode Start Time: \_\_\_\_\_ : \_\_\_\_\_ : \_\_\_\_\_ (Time from beginning of tape the episode starts)  
Hours Minutes Seconds

### Description:

- Already on file (repeat of previous DCTV cablecast)
- Please use *series description* already on file
- Please use the following:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**This Program Contains Sensitive or Adult Material** (DCTV will schedule sensitive material after 10 pm Monday-Thurseday).

**This program contains time-dated material which will be outdated as of:** \_\_\_\_\_

### After your program airs:

- Add it to DCTV's library of Edited Masters
- Return it to me
- Recycle it

*If you do not make a selection the program will be added to DCTV's library of Edited Masters. If you want your tape returned to you, you must pick it up within one month of its last cablecast date or else we will add the tape to our library.*

### Repeating of the program:

- DCTV may schedule it repeatedly at its discretion (This is the "default" option)
- Please do not repeat

### In signing this form I agree to the following:

1. This program does not violate any of DCTV's programming guidelines as noted in section 3 of DCTV's Rules and Procedures.
2. This program conforms to all technical guidelines as noted in subsection 3.10 of DCTV's Rules and Procedures. Specifically: No control track errors (glitches). At least 30 seconds of black preceding and following the program (Tone and Bars and Countdown acceptable preceding). Program length is accurate.
3. I am a current member of DCTV in good standing.
4. If I am a sponsor, I have signed a Sponsor's Statement of Compliance. If I am a volunteer producer, I have signed a Volunteer Producer's Statement of Compliance.

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