



WHITMAN HANSON COMMUNITY ACCESS

Broadcast REQUEST FORM

All shows airing on WHCA are required to ultimately fall under the supervision of one person. This person is called the program's "producer". The following information is required prior to the broadcast of your program.

Program Title	
Program Description (for publicity purposes)	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>

Producer Name:					
Website:					
Street Address:					
City:		State:		Zip:	
Primary Phone #:	Home <input type="checkbox"/>	Secondary Phone #:	Home <input type="checkbox"/>	Cell <input type="checkbox"/>	Cell <input type="checkbox"/>
Email Address:					

Please note:

- All programming must comply with WHCA Policies & Procedures.
- All requests for broadcast must be received by WHCA staff two weeks prior to the requested premiere date.
- Programming intended for airing is due no less than 2 business days prior to its premiere.
- Timeslots are granted in accordance with the guidelines specified in the WHCA Policies & Procedures.
- WHCA staff reserves the right to modify timeslots and our policies as necessary over the course of business.

Out of Town Programming Only:

Programs produced outside Whitman/Hanson that wish to appear on WHCA must have a local sponsor.

Location Where Produced				
Sponsor's Name				
Sponsor's Phone #:	Home <input type="checkbox"/>	Secondary Phone #:	Home <input type="checkbox"/>	Cell <input type="checkbox"/>
Sponsor's Email Address:				

Signature of Producer: _____ Date: _____

Signature of Sponsor (*where applicable): _____ Date: _____