



Public Media Network

Program Schedule Request



Your Name: _____

Your Address: _____

City: _____ State: _____ Zip: _____

Home/Cell Phone: _____ Alternate Phone: _____

E-Mail: _____

Group/Organization: _____

If Applicable

Organization Address: _____

City: _____ State: _____ Zip: _____

Alternative Contact: _____ Phone: _____

Someone besides you that PMN may contact about the program.

Title Of Program/Series: _____

Sub-Title Of Episode: _____

Exact Length: _____

Local Programming
Produced/taped at the PMN facility or in Kalamazoo City/Township, Oshtemo Township, Comstock Township, the City of Portage, or the City of Parchment.

Check One

Import Programming
Produced/taped outside of the PMN facility or outside of a municipality above.

Requested day of the week	Requested calendar date	Requested time	Requested channel
1.			
2.			
3.			
4.			

May PMN play this program in unscheduled timeslots in addition to scheduled times?

Check One:

Yes

No



Public Media Network

Program Schedule Request



Produced By: *(circle one)*

Community	K-12	Government	Higher Education
-----------	------	------------	------------------

Program Category: *(circle one)*

Arts & Culture	Children	Entertainment	Health & Wellness
Educational	Political	Public Affairs Religion	Sports

Important Information

- Imported programming may be scheduled a maximum of 2 airings per show and may NOT air during Prime Time (Monday-Friday, 7:00-10:00 p.m.).
- Locally produced programming may only air once per week during Prime.
- If you would like to request a permanent series time slot please contact the Programming Coordinator.
- Other than series programming, all other programs must be submitted two-weeks before the first air date. (See the Program Coordinator for additional questions on submission guidelines.)
- PMN is not responsible for lost, damaged, or stolen media.
- All media left at the PMN facility is subject for recycle after 30 days.

Initial Here:

Statement of Compliance

1. Applicant has read and is thoroughly familiar with the Rules & Procedures for use of the Public Media Network, all of which are incorporated herein and made a part hereof.
2. Applicant is thoroughly familiar with the contents of the program material to be shown and states that consistent with the Rules Governing Use of Access Channels:
 - A. Neither a lottery nor lottery information will be cablecast.
 - B. No advertising material designed to promote the sale of commercial products or services will be cablecast.
 - C. All appropriate arrangements and clearances have been obtained from broadcast stations, networks, sponsors, music licensing organizations, performers' representatives and without limitation by the above any and all persons (natural and otherwise) as may be necessary for authorization to transmit the program materials.
 - D. The program materials do not contain obscene material, as determined in a court of competent jurisdiction.
 - E. The program materials do not contain slanderous or libelous materials.
3. Applicant understand that violation of any of the able may result in imposition of civil (and in some cases criminal) liability.

Indemnification

Applicant agrees to defend, indemnify and hold harmless the City of Kalamazoo, the City of Portage, the City of Parchment, the Township of Comstock, the Township of Kalamazoo, the Township of Oshtemo, the Public Media Network, Charter Communications and AT&T Uverse, their officials, officers, employees, and agents from and against any and all claims, demand, causes of action, liabilities, judgments, costs and expenses (including attorney fees) arising out of the user's use of, and transmission of program materials on the access channels.

Applicant's Signature: _____ Date: _____

Staff Initials: _____ Date & Time Submitted: _____

File Name Used: _____