



**Davis  
Community  
Television**

# Series Programming Contract

*Must be filled out by DCTV staff with a DCTV Volunteer Producer (VP) or a program sponsor to establish a series for playback.*

**Name of Series:** \_\_\_\_\_

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

**Circle one:** Sponsored      Volunteer Produced

**Series Type (circle one):**      Live      Prerecorded      Satellite

**Circle one:** All Originals      All Repeats      Mixed

**Start Date:** \_\_\_\_\_ **Stop Date:** \_\_\_\_\_

**Time Slot:** \_\_\_\_\_

**Estimated Length:** \_\_\_\_\_ : \_\_\_\_\_  
Hours      Minutes

**Description:**

- Use description from previous quarter
- Please use the following: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**This Series Will Contain Sensitive or Adult Material** (*DCTV will schedule sensitive material after 10 pm Monday-Thursday*).

**Special Arrangements:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

1. This series will not violate any of DCTV's programming guidelines as noted in section 3 of *DCTV's Rules and Procedures*.
2. This series will conform to all technical guidelines as noted in subsection 3.10 of *DCTV's Rules and Procedures*. Specifically for prerecorded programs: 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. If this series is a live program, I will start the program on time.
4. If this series includes prerecorded tapes, I will include a *Playback Request Form* with each tape at least two weeks in advance of it's scheduled air date.
5. I am a current member of DCTV in good standing.
6. 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*.

**VP/Sponsor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**DCTV Staff Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_