

**CITY OF ORANGE TOWNSHIP**  
**29 NORTH DAY STREET, ORANGE NJ 07050**

**Channel 35 Orange Community Access Television Station**  
**Application for Permission to Broadcast Pre-Recorded Programming**

**Please provide the following information and return this application to: Mr. Campanella Godfrey, Office of Cultural Affairs, 973-266-4085. If you have any questions pertaining to the application, please contact the office for assistance.**

Company/Organization/Individual Name: \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Day Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone # \_\_\_\_\_

Fax # \_\_\_\_\_ Emergency Cell / Pager # \_\_\_\_\_

Program Contact Person (if different) \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

Program or Event Name \_\_\_\_\_

Program or Event Description (Attach additional information if necessary): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date(s) of Program: \_\_\_\_\_

Length of Program: Hours \_\_\_\_\_ Minutes \_\_\_\_\_

Location(s) of Program (City & State): \_\_\_\_\_

Program Site Name:  
\_\_\_\_\_

Site Address (City, State, Zip): \_\_\_\_\_

Municipal Site \_\_\_\_\_ Non-Municipal Site \_\_\_\_\_ (complete lines a & b below)

a. If Non-Municipal Site, Give Name of Owner/Operator: \_\_\_\_\_

b. If Non-Municipal Site, Give Status of Use Approval (check one below):

Permission Granted \_\_\_\_\_ Site Used Without Permission \_\_\_\_\_

**Program Details:**

**Program Sponsorship (check one):** Public \_\_\_\_\_ Private \_\_\_\_\_ Non-profit \_\_\_\_\_

**Type of Program (check type & write a brief description):**

- Citywide \_\_\_\_\_ Description \_\_\_\_\_
- Commemorative \_\_\_\_\_ Description \_\_\_\_\_
- Cultural \_\_\_\_\_ Description \_\_\_\_\_
- Educational \_\_\_\_\_ Description \_\_\_\_\_
- Entertainment \_\_\_\_\_ Description \_\_\_\_\_
- Holiday \_\_\_\_\_ Description \_\_\_\_\_
- Neighborhood \_\_\_\_\_ Description \_\_\_\_\_
- Public Affairs \_\_\_\_\_ Description \_\_\_\_\_
- Religious \_\_\_\_\_ Description \_\_\_\_\_
- Other \_\_\_\_\_ Description \_\_\_\_\_

**Program Information (check and complete):**

Indoor \_\_\_\_\_ Outdoor \_\_\_\_\_ Indoor & Outdoor \_\_\_\_\_

If Indoor, type of venue: Studio \_\_\_\_ Auditorium \_\_\_\_ Catering Hall \_\_\_\_ Residence \_\_\_\_\_

If Outdoor, confirm conditions: Clear Weather \_\_\_\_\_ Precipitation \_\_\_\_\_

Time of Day: Morning \_\_\_\_\_ Afternoon \_\_\_\_\_ Evening \_\_\_\_\_

Estimated Attendance: \_\_\_\_\_

Primary Participants: Adults \_\_\_\_\_ Youth \_\_\_\_\_ Both \_\_\_\_\_

Primary Program Language: English \_\_\_\_\_ Other (describe) \_\_\_\_\_

Program Format: DVD \_\_\_\_\_ VHS \_\_\_\_\_ Other (describe) \_\_\_\_\_

Describe Picture Quality: excellent \_\_\_\_\_ good \_\_\_\_\_ fair \_\_\_\_\_ poor \_\_\_\_\_

Describe Color Quality: excellent \_\_\_\_\_ good \_\_\_\_\_ fair \_\_\_\_\_ poor \_\_\_\_\_

Lighting Quality: excellent \_\_\_\_\_ good \_\_\_\_\_ fair \_\_\_\_\_ poor \_\_\_\_\_

Sound Quality: excellent \_\_\_\_\_ good \_\_\_\_\_ fair \_\_\_\_\_ poor \_\_\_\_\_

Program Contains Music: Yes \_\_\_\_\_ No \_\_\_\_\_

**Applicant Information:**

Is the applicant a resident of the City of Orange Township? Yes \_\_\_\_\_ No \_\_\_\_\_

Is the applicant at least 16 years of age? Yes \_\_\_\_\_ No \_\_\_\_\_

**PLEASE READ THE FOLLOWING OCTV INFORMATION AND ACKNOWLEDGE BY SIGNING BELOW:**

Orange Township Community Television, a cable television production facility, provides programming and programming access to community organizations. The "OCTV" channel is available for community programming to broadcast non-commercial programs, which focus on local and regional issues, and concerns of the City of Orange Township and Orange Public School System.

OCTV has designed its policies so as to encourage quality and creative community programming. The Cablecast Request Form requires the access user to accept the responsibility for the program content requirements. Although it is not the intention of OCTV to dictate community programming content, certain legal and local considerations have been incorporated into the policies regarding program content. The following rules govern the program content of all community access programming:

Public access programming must not contain the following:

1. No access producer shall produce or cablecast any material containing profanity, which when considered by an average community viewer, would be offensive to the general viewing public. This shall include, specifically, a prohibition on the cablecasting of the words the FCC prohibits from being broadcast on over-the-air-networks.
2. The direct or indirect presentation of lottery information.
3. Advertising material designed to promote the sale of commercial products or services. This includes advertisement by or on behalf of officially announced candidates for public office.
4. The direct solicitation of funds for any and all purposes, with the exception of fund raising for the general fund of OCTV.
5. Material, which constitutes libel, slander, invasion of privacy or publicity rights, unfair competition, violation of trademark or copyright, or which might violate any local, state or federal law.
6. Materials which require appropriate rights from broadcast stations, networks, sponsors, music licensing organizations, performers, representatives, copyright holder and any other persons as may be necessary for cablecast unless the community producer presents written authorization for use of such materials.

Making false or misleading statements in applications will be grounds for forfeiture of the privilege to use the community access channel's equipment or facilities. OCTV may refuse to broadcast programming provided by any applicant who abuses the privilege of using community access equipment and facilities. An appeal relative to a disqualification decision may be made to the City of Orange Office of the Township Attorney.

I have read the above OCTV information, and I agree to abide by the stated policies and hold the City of Orange Township, harmless for any legal action arising from the broadcasting of this pre-recorded program.

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

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**FOR OFFICE USE ONLY**

<b>Item</b>	<b>Yes</b>	<b>No</b>
Application Complete		
Application Signed		
Content Reviewed		
Content Complies with Policies & Procedures		
Approval Recommended		
Approved by Cable TV Committee		

**Date Approved** \_\_\_\_\_ **Supervisor's Signature** \_\_\_\_\_