



ACCESS HUMBOLDT

(For staff use only) CD ID: _____ Checked: _____ Returned: _____
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REQUEST FOR LOCAL MUSIC PLAYBACK

Please complete ALL fields in LEGIBLE writing Date submitted _____ / _____ / _____

Title of Song or Album _____

Name of Submitter (legally responsible party) _____

Group or Organization represented, if applicable _____

Complete Address _____

Phone _____ E-mail _____

Cue: (time from start of disc to first video) Hrs : Mins : Secs _____ : _____ : _____

Total Running Time (time from first video to last video) Hrs : Mins : Secs _____ : _____ : _____

A local resident must submit every audio recording played on Access Humboldt channels on TV and online. By completing and signing this form, you assume full responsibility for the content pursuant to all applicable laws and statutes, and that your CD complies with [AH](#) programming policies – which are available for review online or at our offices. You must complete and sign this form for us to schedule playback for your CD.

Applications submitted without signatures or other important information will not be considered.

Please indicate if your CD contains: _____
_____ Sexual content (list track #'s: _____)

_____ Adult language unsuitable for children (list track #'s: _____)

_____ Violence unsuitable for children (list track #'s: _____)

If you checked any of the above, those tracks on your CD can only be played during “safe harbor” hours, from 11^{PM} to 5^{AM}. Failure to answer these questions honestly or to have the required warning may jeopardize your program and your status at our facility.

Please provide a brief description of the genre of music you are submitting (all genres encourage):
[World, rock, folk, jazz, classical, reggae, electronic, hip hop...] _____

Additional info: _____

Check all that apply:

_____ Access Humboldt may use for the television bulletin board system

_____ Access Humboldt may use for Access Humboldt productions

Check only one:

_____ After airing, Access Humboldt may keep or donate this copy of my audio recording.

_____ I will pick up my program at Access Humboldt after airing.

By signing this Request for Playback you acknowledge that:

- The information submitted on this form is accurate;
- You are the musician or a band member performing on this recording;
- No obscene, libelous, defamatory or otherwise illegal material is to be transmitted;
- The CD does not include a lottery, game of chance or other wagering information;
- You have all appropriate clearances from copyright holders, music licensing organizations, sponsors, representatives and have the authority to request transmission of this recording on cable television and online over the Internet. (We may request proof of such clearance or authority.)
- You indemnify Access Humboldt, its agents and employees, from any liability arising out of your use of our channels or online webcasting services. Such liability may include, but is not limited to, copyright infringement, presentation of libelous, defamatory or obscene material, violation of any local, state, county or federal laws and regulations. The submitter saves and holds harmless Access Humboldt and all their agents and employees for any and all damages or claims arising as a result of the use of these channels or online transmission services.
- Access Humboldt channel programming schedules are subject to change without notice at the discretion of the station.
- Access Humboldt has the authority to replay your recording at its discretion, unless and until we receive written notice to the contrary, and is authorized to make copies of your CD for promotional or other purposes.
- Access Humboldt is not responsible for original recordings or CDs left in our possession. While every attempt will be made to safely return what you submit, we urge you to retain a copy and not to provide us with your only master.
- The program is not commercial in content and doesn't sell services or solicit business for a profit entity. It is your responsibility to make sure that your audio recording does not violate our policy on commercial content. Please refer to the Programming Policies or ask for a copy of this section.
- Recordings, which violate this policy, will be pulled from playback.

Signature _____ Date _____ / _____ / _____

Print Name _____

Organization Representative (if appropriate) _____

Mail your CD and this completed form to:

Access Humboldt
P.O. Box 157
Eureka CA 95502

Or **hand-deliver** your DVD and this form to our office on the Eureka High School campus,
1915 J Street, Building G, Eureka CA

FAX all correspondence to: 707-476-1702

[Phone 707-476-1651 (Programming) OR 707-476-1798 (main office)]