



Channel 26 Program Submission Form



Mail DVD-R to: PO Box 26206, Albuquerque, NM 87125
Location: 415 Tijeras NW, Albuquerque, NM 87102

www.encantadatv.org

505-243-0027

www.quote-unquote.org

Program Title:			
Name of Person Submitting this program		Are you the <i>(Circle categories that apply)</i>	Producer Programmer Both
Physical Address			Programming Block Sponsor
		Submission Date:	
City, State/Province		Home phone:	
Postal Code		Work phone:	
Country		Cell Phone:	
E-mail address:			
Start Date: <i>To be filled in by staff</i>	/ /	End of Quarter (<i>Planned End Date</i>): <i>To be filled in by staff</i>	/ /
Are you submitting this program for an organization / business?			Yes No
Name of Organization/Business:			
Org. Contact Name / Info:			
City, State Postal Code, Country			
Organization/Business Phone:		Org. Email:	
Program Description: <i>(To be entered into Facil by Staff)</i>	<i>Please write a short description of your show for publication on the web or in our newsletter (i.e. What is the goal/ message of your program?)</i>		
Projected Program Type:	Series Single	Do you currently have a timeslot?:	Yes No
Projected Program Length:	30 seconds 1 min. 2 min. 28 min. 58 min. Variable: _____		
Projected Frequency of show:	weekly every other week bi-monthly monthly Variable - quarterly		
Will your Program have:	<i>(check all that apply)</i> __Strong Language __Adult Content __Viewer Discretionary		
Will your Program have a disclaimer?	Yes No	If no, please initial here to request the required disclaimer be added prior to automatic playback :	
Program Category		<i>Please circle One</i>	
Arts Children/Youth Culinary Arts Educational Ethnic/Cultural Home Improvement Documentaries Music News Personal Development Public Affairs Religious Spanish Language Sports Other:			
Target Audience:			
Is there a specific program block you would like this program to be a part of? <i>Yes No If yes, specify sponsored blocks below</i>			
MACCS SVEDC Indigenous Programming Block New Mexico Music Block Other			
What will you do to promote your program?			

Will you submit a digital picture to promote your show on our website and the Video Bulletin Board?	Yes	No
Send your web banner and / or digital image to ybb@quote-unquote.org and ctgorman@quote-unquote.org .		

Quote... Unquote, Inc. is the non-profit operator of Encantada TV, Channel 26 on Albuquerque's Comcast Cable. This application states the terms which need to be adhered to before a program may be cablecast on a Quote... Unquote, Inc. operated station. **Quote... Unquote, Inc. reserves the right review of any program, and reserves the right to refuse to cablecast any programming submitted with this application.** The programmer(s) accept complete responsibility for program content. The terms of this contract may change to reflect the operating rules and regulations of Quote...Unquote, Inc. Producers and programmers of content for Encantada TV will coordinate with the Programming Coordinator the times, dates and frequency of the cable-casting of their program(s).

Please Initial below	Program Submission Procedures
	I give Quote...Unquote, Inc permission to cablecast my program on Albuquerque Cable Channels 26 (Encantada TV), and/or stream on the world wide web.
	All programs produced using Quote...Unquote, Inc. equipment or facilities must have the following appear on the program: "This program was produced at Quote Unquote Inc. in Albuquerque, NM. Sale or rental is prohibited without the written permission of Quote...Unquote, Inc."
	Underwriting credits shall not contain phone numbers, specific physical or mailing addresses, unless the donating business is one of several businesses with the same name, in which case it may be identified with a street name (and city if outside of Albuquerque, NM) and will not exceed 30 seconds.
	All programming may be picked up no more than thirty days after air date, or can be submitted with a self addressed stamped envelope, if you would like the program returned. Otherwise, programming will be added to our archives for future cablecast.
	I understand that my program may be copied for automatic playback purposes only.
	Unless otherwise specified in writing by the producer or sponsoring agent, Quote... Unquote, Inc. reserves the right to schedule this program for additional cablecasts.
	I agree that no commercial advertising material, solicitation, fundraising, lottery information, obscene or pornographic material will be in the program submitted. I understand that if I do not comply with these rules, my program and future programs will not be cablecast.
	I agree that minimum submission requirements for program formats will be SD NTSC formatted onto a DVD-R. I understand that programs can be any length, although 28:30, 58:30, shows and 30 sec PSAs are preferred.
	I own the rights to the Programs I submit, all elements of each Program, and the right to grant all of the authorizations, permissions, approvals, consents, rights and licenses as described in this Agreement. I exclusively own all of these rights, I have all necessary authorizations, permissions, approvals, consents, rights and licenses from the owner(s) to enter into this Agreement and to perform and comply with all of this Agreement's obligations. Upon the request of QUOTE...UNQUOTE INC, I will furnish QUOTE... UNQUOTE, INC. any documentation, substantiation and releases necessary and reasonably required to verify and substantiate my compliance with any or all of the terms and conditions of this Agreement, including, without limitation, the foregoing representations, warranties and covenants.
	All submitted programming must have a disclaimer at the start of the program that states that Quote... Unquote, Inc., the City of Albuquerque, and the cable company are not responsible for the content of their program. The disclaimer must read: "The views and opinions expressed on this program are those of the individual programmer, and do not necessarily reflect the views or policies of the staff/ management of Quote... Unquote, Inc., the City of Albuquerque or Comcast Cable" If you are unable to have a disclaimer at the beginning of your program you must notify Quote... Unquote Inc. prior to submission and request the disclaimer be added during automatic playback.

<p>Applicant agrees to indemnify and hold harmless QUOTE...UNQUOTE , INC., and the City of Albuquerque from any and all liability or other injury including all reasonable cost of defending claims and litigation arising from or in connection to, claims for failure to comply with any applicable laws, rules, regulations or other requirements of local state or federal authorities : for claims of libel, slander, invasion of privacy, infringement of common law or statutory copyright: of unauthorized use of trademark, trade name, or service mark; and for any other injury or damage in law or equity which claims a result from the producer/sponsor agents use of Encantada TV.</p>
<p>Applicant understands that Quote...Unquote, Inc. maintains a file of the names and addresses of all persons or groups requesting time slots for two years. Such records are available for public inspection by certified law enforcement officials, after notification to the producer. Time slots will not be made available to individuals who refuse to have their identity presented at the beginning and end of the aired programming, or to individuals or groups who refuse to have their identity maintained in Quote Unquote Inc. records.</p>
<p>Quote... Unquote, Inc. reserves the right to prior review of all programs, and reserves the right to refuse to cablecast any program submitted that it determines to be inappropriate for cablecast on Encantada TV.</p>
<p>The Producers and Programmers submitting original material to Quote... Unquote, Inc. / Encantada TV maintain all copyright privileges to their material. Producers and Programmers grant Quote... Unquote, Inc. the right to use limited portions of submitted material in promotions for the channel and the individual program, in connection with the marketing, advertising and promotion of the Program, Encantada TV, QUOTE... UNQUOTE, INC or the QUOTE... UNQUOTE, INC. websites, and any products, goods, features, functions, capabilities and/or services associated with QUOTE... UNQUOTE, INC., and to use any ideas, concepts, content, material, expression or form of expression, in whole or in part, contained in your program, for those purposes, without any compensation or accounting to you, in products or services developed by QUOTE... UNQUOTE INC, without limitation or restriction whatsoever.</p>

Viewer Discretionary Programming

Please see the back of this page for information regarding definitions

<p>Applicant agrees that the program(s) being submitted for cablecast does not contain obscene material as determined by community standards. (The Cable Act provides a federal criminal penalty for the transmission of obscene material up to two years imprisonment or \$10,000 in fines.)</p>				
<p>All programs which contain Adult language, must be identified as “Viewer Discretionary” on this application, at the start of the program, and will be scheduled for cablecast after 10 pm.</p>				
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">Program being submitted contains adult material</td> <td style="width: 10%; border: none; text-align: center;">Yes</td> <td style="width: 10%; border: none; text-align: center;">No</td> <td style="width: 30%; border: none; text-align: right;">(Please Circle)</td> </tr> </table>	Program being submitted contains adult material	Yes	No	(Please Circle)
Program being submitted contains adult material	Yes	No	(Please Circle)	
<p>All programs which contain “Adult” material (strong violence, sexual language, simulated acts, and/or partial or full nudity) as defined by FCC, must be identified as “Viewer Discretionary” on this application, at the start of the program, and will, if accepted by Quote...Unquote, Inc., be scheduled for cablecast after midnight. Quote... Unquote, Inc. reserves the right to prior review of any program, and reserves the right to refuse to cablecast any program submitted that it determines to be inappropriate for cablecast on Encantada TV.</p>				
<p>I agree to abide by the conditions stated within this programming proposal and with the operating rules and procedures of Quote... Unquote Inc. To request a copy of the operating rules, please email info@quote-unquote.org</p>				

I, the Undersigned, Fully understand that I am responsible for adhering to all regulations and policies of Quote... Unquote, Inc., the non-profit operator of Encantada TV. I fully understand and agree to adhere to all conditions contained within this program outline. I agree to inform Quote... Unquote, Inc. of any changes relevant to the program. Changes can only be made to this contract when signed by both the Producer and Quote... Unquote, Inc. Staff Member.

I am the: Programmer | Producer | both **Print Name:** _____

Do you wish to have your program submitted to the Encantada TV library? Yes No

Signature: _____ **Date:** _____

If a minor submitting content, the Name and Signature of the Parent / Guardian is required below

Signature: _____ **Date:** _____

Program Submission Approved by (Print Staff Name): _____

Staff Signature: _____ **Date:** _____

If you have any question, you contact Mike Trujillo, Programming Coordinator at 505-319-7866 or email info@quote-unquote.org.

Information regarding Adult and Viewer Discretionary Programming

1. All programs containing "adult" material, as defined below, must be identified as such on the Time Slot Application. Programs so identified will be scheduled after midnight.

The following is the definition of adult material as used by Quote...Unquote, Inc. Program material which contains the following is considered to be adult material:

- a. Educational or artistic expressions involving specific anatomical areas, particularly human genitals or public areas. Simulated or real fondling or other erotic touching of genitals, pubic region, buttock or breast and full frontal nudity and graphic descriptions of sex will be considered adult material.
- b. This adult material will only be run after midnight. This material will also require that a viewer discretionary advisory be placed at the beginning of the show.
- c. Program material considered obscene or pornographic will not be shown on the Public Access channel(s). Obscenity or pornography is legally not considered protected speech under the First Amendment. This material has been defined by the United States Supreme Court as:

"Material which the average person, applying contemporary community standards, would find, that considered as a whole, its predominant appeal is to the prurient interest in sex and it depicts or describes in a patently offensive manner, actual or simulated: sexual intercourse, sodomy, sexual bestiality, masturbation, sadism, masochism, excretion or lewd exhibition of the genitals and considered as a whole lacks serious literary, artistic, political and scientific value."

Please note that the application of this Supreme Court ruling may be made by local authorities resulting in legal action taken against the individual responsible. Each incidence of prosecution of obscenity or pornography is done on a case by case basis with a decision rendered by a court of law.

2. Programmers of adult material who do not identify it as such on the Time Slot_Application will be sanctioned with 180 days suspension from the use of Encantada TV for the first offense, a one year suspension for a second offense, and five years suspension for a third offense. The suspension will apply to the programmer, the producer, and all involved parties. {See Chapter IV, Section 1D}.
3. Programmers of adult material are reminded that they are completely responsible for the content of their program material. While some material which is defined as "adult" may be protected by the First Amendment of the United States Constitution, obscenity is not protected speech.
4. A viewer advisory is required of all programs cablecast in the adult material time slot. The viewer advisory must be read aloud and displayed on screen for a minimum of fifteen (15) seconds. The viewer advisory must contain the following phrase:

"The following program contains material which some viewers may find objectionable or inappropriate for viewing by children."

Programs scheduled for the adult time slot without a viewer advisory at the beginning of the program, will not be cablecast on Encantada TV.

5. Viewer Discretionary material is programming not suited for young audiences. Viewer Discretionary is not the same as "adult material".
 - a. All programs which contain "viewer discretionary material" as defined below must be identified as such on your Access Time Slot Application.
 - b. A viewer discretionary program is one that contains graphic and gratuitous violence. Quote...Unquote, Inc. requires that these shows run after 10 p.m.
 - c. Programs with strong sexual content such as graphic descriptions and discussion of sex and partial nudity will, if accepted for cablecast, only be run after midnight. An adult content viewer advisory will be run at the beginning of these programs.
 - d. Viewer discretionary programs must be identified as such on the Time Slot Application and a viewer advisory must be shown on the screen at the beginning of the program. Violations will result in suspension from Encantada TV.