



200 West Booneslick

Warrenton, MO 63383

Phone: 636-456-3535 Fax: 636-456-1336

www.warrenton-mo.org

Request to Air Information on Channel 993

As stated in the Local Access Channel Items Policy “camera-ready” informational material can be aired on Channel 993 for not-for-profit entities with the approval of the City Clerk. **Proof of organization’s non-profit status must be submitted with the request.** Items to be aired can not include advertising or sponsoring by for-profit businesses. For items listing special events and functions, an end date must be included with the request” The event/function must be held within Warren County to be eligible for airing.

The information submitted will be inserted/deleted onto Channel 993 every Friday.

Name of Not-for-Profit Organization: _____

Type of Organization: _____

Describe the Event, Function, or Information being aired: _____

Contact Person’s Name and Phone Number: _____

TIMELINE FOR AIRING INFORMATIONAL MATERIAL:

Start Date: _____ **End Date:** _____

Signature of Applicant: _____ **Date:** _____

PLEASE NOTE: Maximum run time for each request will be six (6) months after which a new “Request to Air information on Channel 993” must be submitted.

OFFICE USE ONLY:

Date: approved _____ denied _____ **by City Clerk:** _____ **Date aired on 993:** _____

Reason for denial: _____