



WBK is happy to provide local nonprofit organizations or community-based groups with the opportunity to share information of public interest on Municipal Access Television. By supplying the appropriate information in the space provided on this form in a timely fashion, your event can be seen on Municipal Access Community Calendar which airs during specific hours on Comcast 53 and WOW 10.

The information is limited to announcements of a noncommercial and nonpolitical nature. Due to the large number of announcement requests we receive, only one message per organization can be displayed at one time. The message will be aired for a period of not less than one week, and should be submitted at least two weeks in advance. When providing information, consider the most important elements: who, what, when, where, why plus a contact number.

# Municipal Access Community Calendar Form

Organization: \_\_\_\_\_  
Contact: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Requested air dates: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Approval Signature: \_\_\_\_\_

Note: Be sure to include the time, date and location of the event. WBK reserves the right to modify as warranted, and is not responsible for errors, omissions or misleading information. Although WBK attempts to publish submitted announcements, staff resources may vary at times, which can prevent some announcements from being prepared and shown prior to an event

Please write clearly