



PRODUCER APPLICATION FORM

Oshkosh Community Media Services

(920) 236-5260

215 Church Avenue, Oshkosh, WI 54901

www.OshkoshCommunityMedia.org

OCMS PRODUCER POLICIES AND PROCEDURES

Thank you for interest in producing community television. Please review the OCMS Policies and Procedures Manual for a complete overview of producer responsibilities and procedures. Listed below are additional policies all producers should be aware of:

PRODUCER EXPECTATIONS: Attire: Producers are expected to wear appropriate clothing attire (clothes should be clean, undamaged, and of good taste). Behavior: Producers are expected to treat all other volunteers, staff and access users in a professional manner. Inappropriate behavior (rudeness, profanity, and harassment of any kind) will not be tolerated. Use of controlled substances will also not be tolerated. Producers must not abuse the relationship that they might have with a member of the public through unethical practices.

I have read and understand the above polices and the OCMS Policies and Procedures Manual, and agree to abide by them.

Producer Signature

Date

YOUR NAME/ORGANIZATION: _____ TODAY'S DATE: _____

PROGRAM/SERIES: _____

ADDRESS: _____ CITY/ZIP: _____

DRIVER'S LICENSE #: _____

EMAIL:

PHONE # WHERE YOU CAN BE REACHED DURING BUSINESS HOURS: _____

IN CASE OF EMERGENCY WE SHOULD CONTACT: NAME _____ PHONE _____

DATE OF BIRTH: _____