

# PRODUCER APPLICATION FORM



(920) 236-5260 [www.OshkoshMedia.org](http://www.OshkoshMedia.org)  
215 Church Avenue, Oshkosh, WI 54901

## OSHKOSH MEDIA PRODUCER POLICIES AND PROCEDURES

Thank you for interest in producing community television. Please review the *Oshkosh Media Policies, Procedures and Communication Guidelines* for complete details 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 *Oshkosh Media Policies, Procedures and Communication Guidelines*, and agree to abide by them. This information is a public record.

\_\_\_\_\_  
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:** \_\_\_\_\_