Pittsfield Community Cable Broadcasting Inc., A/K/A
PITTSFIELD pctv COMMUNITY TELEVISION

4 Federico Drive Suite 2
Pittsfield, MA 01201
Voice (413) 445-4234
Fax (413) 445-4258
email: info@pittsfieldtv.org
www.pittsfieldtv.org

Bulletin Board
Publicity Form

FILL IN ALL APPLICABLE INFORMATION BELOW:

Name of Organization:_____

Name of Primary Contact Person (please print) _____ email address _____

Address of Business or Organization _____

City or Town _____ State _____ Zip _____

Office or Business Telephone _____ Fax Number _____

Personal (residential) address _____

City or Town _____ State _____ Zip _____

Home Telephone _____

❑ Do not include my personal information in published lists that may be distributed to PCTV members.

Date(s) of event:_____

or if no date,
Run message until:_____

MESSAGE TEXT:

Bulletin Board Message Guidelines:

1. Please limit your message to one page. The message style must adhere to the following:
   A maximum of 7 lines of text, 30 characters per line, including spaces and punctuation.
   Words should not be hyphenated.
   "Word wrap" is not a function of our program...in other words, please finish line with a complete word.
2. Please submit messages at least two (2) weeks prior to date of event.
3. Please specify length of time the message should run, date of event, and an end date for the message.
4. Do not include information regarding lotteries, promoting profit-making products, solicitation of funds, obscenity, or libel/slander.

Office Use Only

❑ Public
❑ Education
❑ Government

Date Received:_____ Date Entered:_____
Accepted by :_____ Entered by : _____