

Guidelines for Community Access Channel

1. Commercial broadcasts or announcements are not permitted.
2. Broadcasts or announcements from non-profit organizations and groups are permitted.
3. All items for the Calendar of Events should be submitted a minimum of seven days in advance of the event.
4. All announcements must include the date, time, and location of the event. The sponsor of the event is also required.
5. All announcements must also include the name, telephone number, and address of a contact person in case of questions.
6. Items may be dropped off at or mailed to Three Rivers City Hall, 333 West Michigan Avenue, Three Rivers, MI 49093.
7. Items may also be faxed to 269.273.3132. No items will be accepted by telephone.
8. Items containing derogatory, inflammatory, slanderous, or libelous language will not be broadcast.
9. Items that violate copyright laws will not be broadcast.
10. The City reserves the right to edit or reject items that do not meet the guidelines.