

Haverhill Community Television

60 Elm Street · Haverhill, Massachusetts 01830

(978) 372-8070

Fax (978) 372-3020

REQUEST FOR STUDIO

Name _____ Address _____

City or Town _____ Zip Code _____

Date _____ Telephone (Home) _____ (Work) _____

Name of Program _____

Check all items requested:

Full Studio Facilities (3 cameras) _____ One Camera Set-up _____

Video Playback _____ Audio Cassette Player _____ Compact Disc Player _____

Titler _____

Additional Equipment Required _____

Request date and time _____

I am thoroughly familiar with the contents of the Haverhill Community Television Rules and Procedures regarding access users.

I agree to exercise reasonable care in the use of all equipment. I understand that HCTV will repair damage to the equipment resulting from normal wear and tear under ordinary use. However, I agree to pay the costs of any repair or replacement of equipment or materials resulting from the misuse, loss, theft or vandalism while the equipment is in my possession or control.

I agree that the intended use of the equipment is to produce a program(s) for Haverhill Community Television and that the equipment will not in any way be used for personal profit or remuneration.

Signature
HCTV Staff Member _____

Date