



TECHNICAL REQUIREMENTS FOR NLTV PRESENTERS AND HAWAI'I ISLAND PRESENTERS
Use the following guidelines for submitting outside programs for playback on our public access channels.

1. ONE PROGRAM PER DVD OR FLASHDRIVE

2. PROGRAM ENDS:

- a. 30 seconds max of underwriting closing credits (if applicable).
- b. 20 seconds max of production credits which **MUST** include:
 - i. Name of each crew member (unless anonymity is requested)
 - ii. **PUBLIC DISCLOSURE** (full name of Presenter and mailing address [should not be a physical address; an email may be included]; phone number [optional]; name of copyright owner; source of program).

c. 10 Seconds: "FREE AIRTIME STATEMENT"

Production facilities are provided free to the clients of Nā Leo TV. Airtime is free. Charging for airtime is **NOT** allowed.

d. 10 Seconds: "DISCLAIMER"

Nā Leo TV, Oceanic Time Warner Cable and its affiliates are **NOT** responsible for the Views Expressed or the content of any Community Access Programming.

Acceptable Submission Formats:

- Programs should be submitted in either MOV, AVI, MPEG-2, or MP4 formats. H.264 compression is recommended.
- Programs should be submitted in standard definition for cable playback. High-definition programs will be downconverted to standard definition letterbox for playback.
- Half-hour programs must be 28, 29, or 30 minutes, and one-hour programs must be 58, 59, or 60 minutes. Programs of non-conforming lengths must be negotiated with staff in advance — otherwise, such programs will only be aired in timeslots from 12:00 a.m. to 6:00 a.m.

For more information, please contact us:

Hilo: (808) 935-8874

Kona: (808) 329-9617