



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. 10-20 seconds max of production credits which **MUST** include:
 - i. Name of each crew member (unless anonymity is requested);
 - ii. **PUBLIC DISCLOSURE:** email or mailing address (should **not** be a physical address); name of copyright owner and source of program (disclose if portions of your show were taken from other sources); full name of Presenter and phone number are optional.
- c. **ALL** of these disclaimers for a minimum of 5 seconds each, up to a maximum total running time of 45 seconds for both disclaimers:
 - **FREE AIRTIME STATEMENT:** "Production facilities are provided free to the clients of Nā Leo TV. Airtime is free. Charging for airtime is not allowed."
 - **DISCLAIMER:** "Nā Leo TV, Spectrum, and its affiliates are not responsible for the views expressed or the content of any public 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