



Na Leo TV
Community Access Television

TECHNICAL REQUIREMENTS FOR PRESENTERS

1. **ONE PROGRAM PER DVD**

2. **PROGRAM ENDS:**

- a. 30 seconds max of underwriting closing credits followed by 2 seconds black.
- 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/producer and mailing address; phone number is optional; name of copyright owner; source of program).

3. **10 Seconds: "FREE AIRTIME STATEMENT"**

Production facilities and equipment are provided FREE to the clients of Na Leo 'O Hawai'i, Inc. **Airtime is FREE.** Charging for airtime is **NOT** allowed.

4. **10 Seconds: "DISCLAIMER"**

Na Leo 'O Hawai'i, Inc., Charter Communications / Spectrum 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 Quicktime, AVI, Mpeg 4 or DVD formats. H.264 compression is recommended.
- Programs may be submitted in high-definition, although they will be converted to standard definition letterbox for playback.
- Programs in the form of digital files can be delivered on a device that is free of any viruses or infecting software. The device will be returned after the file is copied to Na Leo 'O Hawai'i's system.
- The minimum required length for a 30 minute program is 28:00 and 58:00 for a 1 hour program.

For more information, please contact us:

Hilo: (808) 935-8874

Kona: (808) 329-9617