TV NETWORK
THE COMMUNITY MEDIA NETWORK OF BRIC ARTS | MEDIA | BKLYN

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www.bricartsmedia.org/bcat

BROOKLYN BULLETIN BOARD TV

FIRST TIME SUBMISSION: If you represent a non-profit organization, you must first fax a copy of your 501(c)3 IRS document to: 718-935-9470 Attention: Brooklyn Bulletin Board.

For faster service: Register your organization online at www.bricartsmedia.org/bcat and follow the link to Brooklyn Bulletin Board TV. Once we receive a copy of your 501(c)3 and your organization has been approved, you can submit your announcements online.

- **Submit your announcement at least 3 weeks in advance of your event**
- **It may take up to 7 business days for your event to appear on the Brooklyn Bulletin Board**
- **If you are faxing your event's information, complete this form as specified.**
- **YOUR MESSAGE CAN BE NO LONGER THAN 7 LINES; NO MORE THAN 25 SPACES PER LINE.**
- **We do not accept press releases, emails or attachements.**
- **We reserve the right to edit copy submitted.**
- **On-going events must resubmit EVERY THREE MONTHS**

ORGANIZATION NAME: _____

CONTACT PERSON: _____

PHONE:_____ FAX:_____

E-MAIL: _____

BROOKLYN, NY ZIP:_____

CIRCLE ONE CATEGORY TO BEST DESCRIBE THE EVENT/SERVICE:
Around Brooklyn Arts/Culture Government Education
Health Sports

DATE ANNOUNCEMENT SHOULD STOP RUNNING: _____/_____/_____

YOUR EVENT LISTING FOR BROOKLYN BULLETIN BOARD. Enter one character per box. Spaces between words count as one character. Please include spaces.

NAME OF EVENT:

BRIEF DESCRIPTION:

DATE & TIME OF EVENT (Indicate AM or PM) :

ADDRESS OF EVENT:

NAME OF SPONSORING ORGANIZATION:

CONTACT INFORMATION (TELEPHONE # OR WEB URL):

I agree to supply BCAT TV Network with all requested information in order to have my announcement appear on the BCAT TV Network Channels. I agree to indemnify and hold harmless BCAT TV Network and its officers, directors and employees from liability or legal fees and expenses incurred as a result of my cablecast message. I have read and understand the policies of the Brooklyn Bulletin Board and agree to abide by them. SIGNATURE: _____ DATE:_____ /_____ /_____