



**STUDIO APPLICATION**

Program Title: \_\_\_\_\_

Name: \_\_\_\_\_

Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Date(s) requested: \_\_\_\_\_ Set-up time: \_\_\_\_\_ End Time: \_\_\_\_\_

Alternate Date: \_\_\_\_\_ Set-up time: \_\_\_\_\_ End Time: \_\_\_\_\_

Date(s) and Time(s) Requested (2 non-consecutive sessions of 4 hours each may be booked at any given time with a maximum of 12 hours per week):

**Please list names of ALL production crew and guests.**

**All crew must have completed training and reside within Charter Communications' franchise area**

Producer \_\_\_\_\_ Camera \_\_\_\_\_

Director \_\_\_\_\_ Camera \_\_\_\_\_

Tech Dir \_\_\_\_\_ Audio / Graphics \_\_\_\_\_

Guest(s) \_\_\_\_\_

Are crew members trained and Certified Studio Users? Yes \_\_\_\_\_ No \_\_\_\_\_

I have read the Charter Communications Access Rules and Access User Agreement and have agreed to all terms. I understand that this application must be submitted at least seven (7) days prior to requested studio date. I also understand that a completed Access User Agreement and Application for Air Time must be submitted prior. Applicant assumes all responsibility in accordance with Charter Communications Access Rules and Access User Agreement.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**For Internal Use Only**

2021

Approved by: \_\_\_\_\_

Date processed \_\_\_\_\_