

Prescott Community Access Channel, Inc.

PRESCOTT MEDIA CENTER

P.O. Box 885 Prescott, AZ 86302

928.445.0909

prescottmediacenter.org

Membership Information Guide and Application

Prescott Community Access Channel, Inc., dba **Prescott Media Center (PMC)** requires that anyone wanting to utilize the Prescott Media Center must first establish a membership. Membership fees make up a portion of the revenue required to operate PMC. However, it is PMC's policy that no one be denied the opportunity to exercise their First Amendment right to free speech due to the inability to pay the full amount for a membership. Therefore, PMC offers waivers and scholarships for qualified members. Details regarding qualifications are provided later in this information guide. Payment arrangements may also be established in some cases.

Prescott Franchise Members are defined as individuals and organizations residing in the Prescott Cable Franchise Area, which itself are defined as any location within the Prescott city limits or any location capable of receiving a cable television signal from the cable company's Prescott distribution point. Tri-City Members are defined as individuals and organizations residing 25 miles or less outside the Prescott Cable Franchise Area. Non-local individuals and organizations are those residing 26 miles or more outside the Prescott Cable Franchise Area. Differences in rates are based on requirements set forth by the City of Prescott in its operational contract with PMC.

PMC reserves the right to cancel any membership for violations of PMC policies. **We strongly recommend that you carefully read over our policies and procedures; ask a member of the staff to provide you with a copy.** Membership fees will not be refunded in the event of membership cancellation. You will need to renew your membership within thirty (30) days of the expiration of your membership expiration date.

ANNUAL INDIVIDUAL MEMBERSHIP RATES

<u>Prescott and Prescott Valley</u>	<u>\$75.00</u>
<u>Non-Local</u>	<u>\$125.00</u>

ANNUAL ORGANIZATION RATES

<u>Prescott and Prescott Valley</u>	<u>\$125.00*</u>
<u>Non-Local Organizations</u>	<u>\$250.00*</u>

*Up to two organizational representatives may utilize PMC facilities and equipment under an organization membership. Additional representatives are \$25.00 each.

NOTICE

Producers submitting series programming will be required to pay a traffic fee to cover the cost of scheduling and handling of the programming. A **\$50.00 traffic fee per series submitted** will be added to your annual membership fee.

WAIVER / SCHOLARSHIP

Any person meeting either of the conditions listed below is qualified for a six (6) month membership waiver or a PMC funded scholarship to cover membership fees. Each waiver and/or scholarship is subject to review following the expiration of the recipient's membership, or in the event that the recipient's financial status significantly improves during the term of the waiver or scholarship.

Conditions of Qualification:

- A student (18 years of age or older) currently enrolled in any high school or college within the Prescott Cable Franchise Area who is not employed. Student I.D. or written proof on school letterhead is required. Students under 18 years of age, not participating in a school sponsored program will need to have a signed waiver from a parent or guardian.
- Any applicant who can provide proof of household income at or below the following levels. **Proof can be in the form of paycheck stubs, tax returns, welfare documents or other documentation of financial status approved by the PCAC Station Manager.**

Persons in family/household	Poverty guideline
1	\$12,060
2	16,240
3	20,420
4	24,600
5	28,780
6	32,960
7	37,140
8	41,320

For families/households with more than 8 persons,
add \$4,180 for each additional person.

Household income levels provided by
United States Department of Health and Human Services.
Guidelines updated April 2017.



Membership Benefits

Prescott Community Access Channel, Inc., dba PRESCOTT MEDIA CENTER (PMC) is a local Public, Education, Government (PEG) channel, available on Channel 64 in Prescott, and Channel 65 in Prescott Valley and Dewey-Humboldt, for Cable One subscribers.

We provide our members with the equipment, facilities and training to produce their own non-commercial programs for cable television.

YOUR ONE-YEAR MEMBERSHIP INCLUDES:

Checking out needed Field Equipment for Up to 3 Days at a Time:

- **Digital HD Video Camera**
- **Tripod**
- **Choice of Microphone(s) - Wired or Wireless**
- **Light Kit**
- **Infrared Light**

Scheduling Use of Our Facilities:

- **Fully Equipped Digital Studio**
- **Digital Edit Suite**

*The purpose of PMC membership benefits is to promote the production of programming to be aired on Channel 64 and/or 65. The failure to produce such programming within a ninety (90) day period may result in suspension of membership privileges. If you have any questions in regards to this policy, please ask to speak to a member of the staff, or request to make special arrangements with our Station Manager.

MEMBERSHIP BENEFITS & PRICING

As a member of PMC you will receive several benefits, as well as wholesale pricing on items such as media. This document was created as a reference for you to fully understand what you are entitled to as a member.

Training:

As a new member, you will receive instruction courses for the operation of our field cameras, operation of our studio cameras, directing (using a professional mixer), and headset units. You will also receive instruction on how to use our editing software. Staff will train you as needed (one on one) for each of the courses stated above. *Please contact us at least 48 hours in advance to schedule your workshop.* Additional/Refresher courses will be provided (after the first three [3] workshops) for an additional fee.

Equipment:

As a member, you are also able to use our video equipment for onsite productions. You can reserve equipment to take to any field shoot, subject to availability. Enjoy the use of our professional grade H-D video cameras, tripods, lighting kit(s), wireless and/or wired microphones, XLR cables, and more! Before any member is able to take equipment off the premises, PMC requires a photo copy of each members Identification, as well as a recent document with a current address on it (such as a utility bill).

Access to our Facilities:

Enjoy full access to our facilities; including PMC's studio equipment, editing bays/software. Create a professional three (3) camera production in our studio (*staff will set up and tear down any microphones needed for in studio shoots*). Use our professional software at any of our editing bays to create an expertly produced program.

Basic Fees:

Services		Image One Rates	
Traffic Fee (For Series Programs)	\$50 (Annually)	Studio Production	\$150 (2 hour) \$50 (each additional hour)
Videos On Demand Per Episode	Feature or Series: \$10 – ½ hr \$20 – 1 hr \$25 – 1 ½ hr	Director	\$25
Media Memory Card Memory Card DVDs/Labels	\$5.00 per use \$30.00 to purchase \$5.00	Camera Operator	\$50
Copies "Dubs"	\$15.00 (1 st copy) \$5.00 (each additional copy)	Live Edit Live Stream Both	\$75 (per hour) <small>*Additional Charge for Setup; depending on individual needs</small> \$500 (per hour) \$75 (per hour)
DVC-DVD Transfer	\$15.00 (for Producers) \$25 (Members)	Editing	\$75 (per Hour)
Video Bulletin Board	\$25/month \$60/Qtrly \$85/Semi-Annual \$150 Annual	Additional Pricing & Services	928-445-0909

Please Inquire with Staff regarding any additional services available.

Note: Members checking out equipment are required to provide PMC with programming to air on Cable Channel 64 which also streams on our website.

Prescott Community Access Channel, Inc., dba
PRESCOTT MEDIA CENTER

Membership Application Form

Applicant/Organization Name _____

Representatives (only if organization membership) _____

Mailing Address _____ Apt/Ste # _____

City _____ State _____ Zip _____

Telephone _____ E-mail _____

- Prescott – Prescott Valley Individual (\$75.00 fee)
- Non-Local Individual (\$125.00 fee)
- Prescott – Prescott Valley Organization (\$125.00 fee)
- Non-Local Organization (\$250.00 fee)

IMPORTANT APPLICATION INFORMATION

Your membership is considered to be current for a period of twelve (12) months from the issue date.

Your membership entitles you to use any authorized facilities and equipment. Your membership also allows you to submit programming to be cablecast on Channel 64 and/or Channel 65. Please contact a PMC representative for details on facility use and program submissions.

PMC will not deny membership or designated services to anyone unable to pay the full amount. Ask a PMC representative about membership waivers, workshop scholarships, payment arrangements, and access trade agreements if you believe you may qualify.

PMC reserves the right to revoke or temporarily suspend any membership for violation of PMC policies and/or terms and conditions of cablecasting.

Applicant Signature _____ Date _____



(FOR OFFICE USE ONLY)

Membership fee Paid or Waived Cash Staff Initials _____ Check # _____

Credit/Debit Card # _____ Exp. Date _____

Name on Card: _____

Traffic fee required at this time? No Yes Later Paid Waived Cash Check # _____

Membership issue date _____ Membership expiration date _____

(Memberships established prior to the 15th of a month will be dated the first of that month. The issue date for memberships established after the 15th of a month will be the first of the following month.)

