

3. The Village of Western Springs, through its Communications Coordinator, retains the right to accept or reject submitted material based upon the above criteria. Those submitting requests who are denied access to Western Springs TV shall receive written notice of such denial and shall have an opportunity to provide written appeal within thirty (30) days of said denial. The Village will provide the appealing party written notice of the final decision.
4. The Village of Western Springs reserves the right to make any changes to the above rules as warranted without notice.
5. Screens for cablecast of information submitted by applicants according to the above rules will be developed as time allows by the staff of the Village of Western Springs. Approval of an application by the Village does not guarantee that the information will be cablecast, although the Village will make a good faith effort to ensure timely cablecast of the information submitted.
6. The Village of Western Springs retains the right to maintain available for public inspection a record of all persons applying for use of Western Springs TV, and agrees that this application may be used for such record.

I have read the above materials and acknowledge and agree to all terms and conditions contained herein:

SIGNATURE: _____ DATE: _____

NAME (PLEASE PRINT): _____

Should you have any questions regarding the completion of this form, please call Peggy Schuenke at (708) 246-1800, ext. 203, between the hours of 8 a.m. and 4 p.m., Monday – Friday.

RETURN COMPLETED FORMS TO:
Village of Western Springs
Western Springs TV
740 Hillgrove Avenue
Western Springs, IL 60558
Phone: (708) 246-1800, ext. 203 Fax: (708) 784-9261

FOR OFFICE USE ONLY

Request (circle one): ACCEPTED DENIED Date: _____

Date(s) to be aired: From _____ TO _____

Reason for Denial: (indicate failure to complete for form; failure to properly identify individual or organization location in Western Springs; failure to locate item of interest or special event; failure to obtain proper clearances; message violates the Acknowledgement above; or other relevant basis for denial)