

Access Program Application

Contact Information

Name: _____

Group/Organization (if applicable): _____

Main Phone #: _____ Address: _____

Alt Phone #: _____ City: _____ Province: _____

Email: _____ Postal Code: _____

I have an Access Program request and I acknowledge that I have carefully read the **[Access Guidelines and Information](#)**. I accept and agree to the provisions contained therein, and will abide by these guidelines as a Community Access Producer, including but not limited to the use of others' creative material including music, art and branding.

Program Information

Program Title/Working Title: _____

Please briefly describe your program idea: (please attach any supporting material)

Is this a special one-time only event? (Please specify)

Is the content specific to a city or area?
(Please specify)

Shooting location(s)?
(Please specify)

What activities are proposed to generate awareness about the show? (Promotion Plan)

Production Request

Show Format

My show format is: One-time program Series Short segment(s)

Studio production 'live to tape' with no editing required

Studio production with stops and starts with some editing required

Production shot entirely on location that will require editing

Combination of studio and location production that would require editing

Other (please specify): _____

Production Details (check all that apply)

Project Management

I have experience as a producer of a TV/radio/online show

Please specify: _____

I am new to the industry but have taken courses in TV or completed a TV/Film/Radio program

Please specify: _____

I require training (please specify): _____

Other (please specify): _____

On Air Personnel

I will produce and host the show

I have a host for the show

My host will require training (please specify): _____

I need Shaw to provide/help me find a host for the show

My show does not require a host

Other (please specify): _____

Production Request

Production Details Con't... (check all that apply)

Studio Production Requirements

I do not require the use of the studio for my production

I will require the use of the studio for my production
(includes camera, audio board, switcher, lighting grid, microphones)

Studio Personnel

I have personnel who have experience with studio equipment, cameras etc. (Please specify)

I have personnel with some experience who would be willing to take workshops so they can be better trained to help with my show (please specify)

I will require personnel to operate the studio equipment

On-Location Event or Large Scale Production Requirements

Shaw could provide the use of the Shaw Spotlight Flight Pack for any event or large scale on-location productions. The flight pack includes 4 HD cameras, 4 tripods, 4 fiber interconnects, a video switcher and 4 wireless headsets. A Shaw staff member would also be provided to help facilitate set up and tear down.

I do not require the use of the Shaw Spotlight Flight Pack for my production

I will require the use of the Shaw Spotlight Flight Pack for my production

Flight Pack Personnel

I have personnel who have experience with the flight pack equipment (please specify)

I have personnel with some experience who would be willing to take workshops so they can be better trained to help with my show (please specify)

I will require personnel to operate the flight pack equipment

Production Request

Production Details Con't... (check all that apply)

On Location Production Requirements

Camera Equipment & Personnel

I have my own video camera equipment and operators

I have my own camera equipment but need operators (specify make, model, quantity, etc.)

I have camera operators but require the use of Shaw camera equipment. Quantity: _____

I require the use of Shaw camera equipment and operators. Quantity: _____

Audio Equipment

I have my own audio equipment (including microphones, transmitters/receivers, cables, etc.)

I require the use of Shaw's audio equipment (including microphones, transmitters/receivers)

Lighting Equipment

I have my own lighting equipment (please specify)

I require the use of Shaw's lighting equipment (please specify)

Other Needs

I require the following from Shaw for my on-location production:

Post Production Requirements

My show does not require editing

I plan to edit my show using my own equipment and editor

I have an editor but require the use of Shaw Spotlight edit suites

I require an editor and the use of Shaw Spotlight edit suites

Additional Information

Demo Video or Pilot

I have a demo video or pilot episode. Link: _____

I plan to produce a demo video or pilot episode soon

I have no means to produce a demo video or pilot episode but would like to

Not applicable

Training and Volunteer Opportunities

Shaw Spotlight provides a wide array of training in all aspects of television production and offers this free of charge to the community. Training can be provided for yourself as well as any crew you require for your project. We would be happy to provide you with more information.

Please provide me with additional details about the courses or programs available through Shaw Spotlight. I am particularly interested in the following areas:

Please provide me with additional information about the volunteer program

No Thank You

To be completed by Shaw staff

Received on: _____ by _____

Production Commitment:

Segment/Story

Event Coverage

Show/Series

Assigned to: _____ Air Times: _____

Notes: