

# PEOPLE TV PRODUCER HANDBOOK

## Section 2.3

### 2.3 CATEGORIES OF PRODUCERS

#### A. Resident Producers

Producers whose legal residence is within the city limits of Atlanta, Georgia.

**1. Resident Certified Producer** - A resident of the City of Atlanta who has completed the initial certification process (Sec. 2.2A). Once awarded a channel time for a specific program, a Resident Certified Producer in good standing is permitted to use the facilities and equipment of People TV for which they are additionally certified.

**2. Resident Independent Producer** - A resident of the City of Atlanta who does not use the facilities of People TV to produce their programs. This Producer must go through the same channel time application process as any Producer. If an Independent Producer wants to use the facilities of People TV, they must go through the certification process and become a Resident Certified Producer.

**3. Organizational Producer/Agent** - A non-profit organization that is domiciled within the jurisdictional boundaries of the City of Atlanta and wishes to produce programming at People TV must have a Producer who is certified to use the facilities to act as their Agent. The Agent of the organization may be either a Resident or a Non-Resident Certified Producer in good standing with People TV.

The Agent will act as the Producer of Record for the organization by the timely filing of a Channel Time Application, the Producer Indemnification Form, the People TV Organization Agent Form, and a statement on the organization's letterhead that indicates the acceptance of responsibility for all aspects of the production. All documents must be signed by the appropriate officer of the organization.

A copy of the organization's certificate of non-profit status with the Tax ID number must also be included.

Once awarded a channel time for a specific program, the organization's Agent can use the facilities and equipment of People TV, for which the Agent is certified.



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#### **B. Non-Resident Producers**

Producers whose legal address is outside the city limits of Atlanta, Georgia.

**1. Non-Resident Certified Producer** - A non-resident of the City of Atlanta who has completed the initial certification process (Sec 2.1A). Once awarded a channel time for a specific program, a Non-Resident Certified Producer in good standing must pay the fees and rate schedules in place for use of all People TV facilities and services.

**2. Non-Resident Independent Producer** - An individual or organization from outside the City of Atlanta and who does not use the facilities of People TV to produce their programs. Once awarded a channel time for a specific program, all Non-Resident Independent Producers in good standing must pay the fees and rate schedules in place for use of all People TV facilities and services.

#### **C. PEOPLE TV Staff Producers**

The Agreement between People TV and the City of Atlanta does not prohibit the staff of People TV from producing programs. However, staff must work on their own programs on their own time and not while performing staff duties. Staff must follow the same policies and procedures as all other residents.