



## PSA & Bulletin Board Form

484 Broadway, Everett, MA 02149

Phone: 617.394.2336

Fax: 617.389.2006

*cityofeverett.com/ECTV*

*facebook.com/everettcommtv*

*ectvonline.podbean.com*

*vimeo.com/ectv*

Organization: \_\_\_\_\_

Non-Profit ID#: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Bulletins will be posted on a weekly basis on **Mondays**. These must be received by Wednesday of the prior week in order to be posted the following week. All general bulletins without a specific date will run 30 days on 30 days off.

Broadcast From: \_\_\_\_\_ To: \_\_\_\_\_

Message (Not to exceed 40 words):

Brief clear messages work the best. Remember to include **who, what, where** and a **phone number** so that viewers can call for more information. If you wish to include a personalized logo, please contact (617) 394-2418.