

ORDER



Orders
Order / Rev: 390545
Alt Order #: 09918050
Product Desc: Anti-Biden
Estimate: 490102
Flight Dates: 10/21/20 - 10/27/20
Original Date / Rev: 08/31/20 / 08/31/20
Order Type: GENERAL

WDJT-TV-LP CBS58

Primary AE: Jay Smith
Sales Office: HDC
Sales Region: NAT

Agency Name: Del Ray Media
Buying Contact: Anne Braunscheidel
Billing Contact:
 1427 Leslie Ave Suite #102
 Alexandria, VA 22301

Billing Type: Cash
Billing Calendar: Broadcast
Billing Cycle: EOM/EOC
Agency Commission: 15%

Advertiser Name: Issue/America First Action
Demographic: A35+
Product Codes: PL Issue
Priority: P-2
Revenue Code 1: AGY
Revenue Code 2: POL
Revenue Code 3: ISS

New Business Thru:
Order Separation: 00:15:00
Advertiser External ID:
Agency External ID:
Unit Code: General

Bill Plan

Start Date	End Date	# Spots	Gross Amount	Net Amount
09/28/20	10/25/20	29	\$18,150.00	\$15,427.50
10/26/20	10/27/20	22	\$15,000.00	\$12,750.00

Totals

Month	# Spots	Gross Amount	Net Amount	Rating
October 2020	29	\$18,150.00	\$15,427.50	0.00
November 2020	22	\$15,000.00	\$12,750.00	0.00
Totals	51	\$33,150.00	\$28,177.50	0.00

Account Executives

Account Executive	Sales Office	Sales Region	Start Date / End Date	Order %
Jay Smith			Start Of Order - End Of Order	100%

Order Share

	Share	Total
WDJT-TV-LP CBS58	11%	\$33,150.00
Market	100%	\$301,363.64

Competitive Share

	Share	Total
CABLE	0%	\$0.00
WBME	1%	\$3,013.64
WCGV	0%	\$0.00
WISN	11%	\$33,150.00
WITI	46%	\$138,627.27
WMLW-	1%	\$3,013.64
WPXE	0%	\$0.00
WTMJ	30%	\$90,409.09
WWTW	0%	\$0.00
WYTU	0%	\$0.00

Ln	Ch	Start	End	Inventory Code	Break	Start/End Time	Days	Len	Spots	Rate	Pri	Rtg	Type	Spots	Amount
N 1	WDJT	10/21/20	10/21/20	News at Noon	CM	12p-1230p	--1----	:30	1	\$400.00	P-2	0.00	NM	1	\$400.00
				News at Noon											
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>	<u>Spots/Week</u>	<u>Rate</u>	<u>Rating</u>								
		Week: 10/19/20	10/25/20	--1----	1	\$400.00	0.00								

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Ln	Ch	Start	End	Inventory Code	Break	Start/End Time	Days	Len	Spots	Rate	Pri	Rtg	Type	Spots	Amount
N 2	WDJT	10/22/20	10/22/20	News at Noon	CM	12p-1230p	---1---	:30	1	\$400.00	P-2	0.00	NM	1	\$400.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>					<u>Spots/Week</u>	<u>Rate</u>		<u>Rating</u>			
		Week: 10/19/20	10/25/20	--1----					1	\$400.00		0.00			
N 3	WDJT	10/23/20	10/23/20	News at Noon	CM	12p-1230p	----1--	:30	1	\$400.00	P-2	0.00	NM	1	\$400.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>					<u>Spots/Week</u>	<u>Rate</u>		<u>Rating</u>			
		Week: 10/19/20	10/25/20	---1---					1	\$400.00		0.00			
N 4	WDJT	10/26/20	10/26/20	News at Noon	CM	12p-1230p	1-----	:30	1	\$400.00	P-2	0.00	NM	1	\$400.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>					<u>Spots/Week</u>	<u>Rate</u>		<u>Rating</u>			
		Week: 10/19/20	10/25/20	----1--					1	\$400.00		0.00			
N 5	WDJT	10/27/20	10/27/20	News at Noon	CM	12p-1230p	-1-----	:30	1	\$400.00	P-2	0.00	NM	1	\$400.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>					<u>Spots/Week</u>	<u>Rate</u>		<u>Rating</u>			
		Week: 10/26/20	11/01/20	1-----					1	\$400.00		0.00			
N 6	WDJT	10/21/20	10/21/20	Price Is Right 10a-11a	CM	10a - 11a	--1----	:30	1	\$1,000.00	P-2	0.00	NM	1	\$1,000.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>					<u>Spots/Week</u>	<u>Rate</u>		<u>Rating</u>			
		Week: 10/19/20	10/25/20	--1----					1	\$1,000.00		0.00			
N 7	WDJT	10/22/20	10/22/20	Price Is Right 10a-11a	CM	10a - 11a	---1---	:30	1	\$1,000.00	P-2	0.00	NM	1	\$1,000.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>					<u>Spots/Week</u>	<u>Rate</u>		<u>Rating</u>			
		Week: 10/19/20	10/25/20	---1---					1	\$1,000.00		0.00			
N 8	WDJT	10/23/20	10/23/20	Price Is Right 10a-11a	CM	10a - 11a	----1--	:30	1	\$1,000.00	P-2	0.00	NM	1	\$1,000.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>					<u>Spots/Week</u>	<u>Rate</u>		<u>Rating</u>			
		Week: 10/19/20	10/25/20	----1--					1	\$1,000.00		0.00			
N 9	WDJT	10/26/20	10/26/20	Price Is Right 10a-11a	CM	10a - 11a	1-----	:30	1	\$1,000.00	P-2	0.00	NM	1	\$1,000.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>					<u>Spots/Week</u>	<u>Rate</u>		<u>Rating</u>			
		Week: 10/26/20	11/01/20	1-----					1	\$1,000.00		0.00			
N 10	WDJT	10/27/20	10/27/20	Price Is Right 10a-11a	CM	10a - 11a	-1-----	:30	1	\$1,000.00	P-2	0.00	NM	1	\$1,000.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>					<u>Spots/Week</u>	<u>Rate</u>		<u>Rating</u>			
		Week: 10/26/20	11/01/20	-1-----					1	\$1,000.00		0.00			
N 11	WDJT	10/21/20	10/21/20	3p-4p	CM	3p-4p	--1----	:30	1	\$300.00	P-2	0.00	NM	1	\$300.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>					<u>Spots/Week</u>	<u>Rate</u>		<u>Rating</u>			
		Week: 10/19/20	10/25/20	--1----					1	\$300.00		0.00			
N 12	WDJT	10/22/20	10/22/20	3p-4p	CM	3p-4p	---1---	:30	1	\$300.00	P-2	0.00	NM	1	\$300.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>					<u>Spots/Week</u>	<u>Rate</u>		<u>Rating</u>			
		Week: 10/19/20	10/25/20	---1---					1	\$300.00		0.00			
N 13	WDJT	10/23/20	10/23/20	3p-4p	CM	3p-4p	----1--	:30	1	\$300.00	P-2	0.00	NM	1	\$300.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>					<u>Spots/Week</u>	<u>Rate</u>		<u>Rating</u>			
		Week: 10/19/20	10/25/20	----1--					1	\$300.00		0.00			
N 14	WDJT	10/26/20	10/26/20	3p-4p	CM	3p-4p	2-----	:30	2	\$300.00	P-2	0.00	NM	2	\$600.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>					<u>Spots/Week</u>	<u>Rate</u>		<u>Rating</u>			
		Week: 10/26/20	11/01/20	2-----					2	\$300.00		0.00			
N 15	WDJT	10/27/20	10/27/20	3p-4p	CM	3p-4p	-2-----	:30	2	\$300.00	P-2	0.00	NM	2	\$600.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>					<u>Spots/Week</u>	<u>Rate</u>		<u>Rating</u>			
		Week: 10/26/20	11/01/20	-2-----					2	\$300.00		0.00			
N 16	WDJT	10/21/20	10/21/20		CM	7a-9a		:30	1	\$400.00	P-2	0.00	NM	1	\$400.00

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WDJT-TV-LP CBS58

Ln	Ch	Start	End	Inventory Code	Break	Start/End Time	Days	Len	Spots	Rate	Pri	Rtg	Type	Spots	Amount
				CBS This Morning M-F 7a-9a			--1----								
				CBS This Morning M-F 7a-9a											
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>			<u>Rate</u>			<u>Rating</u>			
Week:		10/19/20	10/25/20	--1----		1			\$400.00			0.00			
N17	WDJT	10/22/20	10/22/20	CBS This Morning M-F 7a-9a		7a-9a	---1---	:30	1	\$400.00	P-2	0.00	NM	1	\$400.00
				CBS This Morning M-F 7a-9a											
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>			<u>Rate</u>			<u>Rating</u>			
Week:		10/19/20	10/25/20	---1---		1			\$400.00			0.00			
N18	WDJT	10/23/20	10/23/20	CBS This Morning M-F 7a-9a		7a-9a	----1--	:30	1	\$400.00	P-2	0.00	NM	1	\$400.00
				CBS This Morning M-F 7a-9a											
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>			<u>Rate</u>			<u>Rating</u>			
Week:		10/19/20	10/25/20	----1--		1			\$400.00			0.00			
N19	WDJT	10/26/20	10/26/20	CBS This Morning M-F 7a-9a		7a-9a	2-----	:30	2	\$400.00	P-2	0.00	NM	2	\$800.00
				CBS This Morning M-F 7a-9a											
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>			<u>Rate</u>			<u>Rating</u>			
Week:		10/26/20	11/01/20	2-----		2			\$400.00			0.00			
N20	WDJT	10/27/20	10/27/20	CBS This Morning M-F 7a-9a		7a-9a	-2-----	:30	2	\$400.00	P-2	0.00	NM	2	\$800.00
				CBS This Morning M-F 7a-9a											
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>			<u>Rate</u>			<u>Rating</u>			
Week:		10/26/20	11/01/20	-2-----		2			\$400.00			0.00			
N21	WDJT	10/25/20	10/25/20	Face the Nation	CM	930a-1030a	-----1	:30	1	\$800.00	P-2	0.00	NM	1	\$800.00
				Face the Nation											
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>			<u>Rate</u>			<u>Rating</u>			
Week:		10/19/20	10/25/20	-----1		1			\$800.00			0.00			
N22	WDJT	10/21/20	10/21/20	M-F 5pm News	CM	5p-530p	--2----	:30	2	\$500.00	P-2	0.00	NM	2	\$1,000.00
				M-F 5pm News											
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>			<u>Rate</u>			<u>Rating</u>			
Week:		10/19/20	10/25/20	--2----		2			\$500.00			0.00			
N23	WDJT	10/22/20	10/22/20	M-F 5pm News	CM	5p-530p	---1---	:30	1	\$500.00	P-2	0.00	NM	1	\$500.00
				M-F 5pm News											
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>			<u>Rate</u>			<u>Rating</u>			
Week:		10/19/20	10/25/20	---1---		1			\$500.00			0.00			
N24	WDJT	10/23/20	10/23/20	M-F 5pm News	CM	5p-530p	----2--	:30	2	\$500.00	P-2	0.00	NM	2	\$1,000.00
				M-F 5pm News											
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>			<u>Rate</u>			<u>Rating</u>			
Week:		10/19/20	10/25/20	----2--		2			\$500.00			0.00			
N25	WDJT	10/26/20	10/26/20	M-F 5pm News	CM	5p-530p	1-----	:30	1	\$500.00	P-2	0.00	NM	1	\$500.00
				M-F 5pm News											
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>			<u>Rate</u>			<u>Rating</u>			
Week:		10/26/20	11/01/20	1-----		1			\$500.00			0.00			
N26	WDJT	10/27/20	10/27/20	M-F 5pm News	CM	5p-530p	-1-----	:30	1	\$500.00	P-2	0.00	NM	1	\$500.00
				M-F 5pm News											
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>			<u>Rate</u>			<u>Rating</u>			
Week:		10/26/20	11/01/20	-1-----		1			\$500.00			0.00			
N27	WDJT	10/21/20	10/21/20	M-F 4p-5p News	CM	4p-5p	--2----	:30	2	\$300.00	P-2	0.00	NM	2	\$600.00
				M-F 4p-5p News											
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>			<u>Rate</u>			<u>Rating</u>			
Week:		10/19/20	10/25/20	--2----		2			\$300.00			0.00			
N28	WDJT	10/22/20	10/22/20	M-F 4p-5p News	CM	4p-5p	---1---	:30	1	\$300.00	P-2	0.00	NM	1	\$300.00
				M-F 4p-5p News											
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>			<u>Rate</u>			<u>Rating</u>			
Week:		10/19/20	10/25/20	---1---		1			\$300.00			0.00			
N29	WDJT	10/23/20	10/23/20	M-F 4p-5p News	CM	4p-5p	----2--	:30	2	\$300.00	P-2	0.00	NM	2	\$600.00
				M-F 4p-5p News											
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>			<u>Rate</u>			<u>Rating</u>			
Week:		10/19/20	10/25/20	----2--		2			\$300.00			0.00			
N30	WDJT	10/26/20	10/26/20	M-F 4p-5p News	CM	4p-5p	2-----	:30	2	\$300.00	P-2	0.00	NM	2	\$600.00
				M-F 4p-5p News											
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>			<u>Rate</u>			<u>Rating</u>			
Week:		10/19/20	10/25/20	2-----		2			\$300.00			0.00			

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Ln	Ch	Start	End	Inventory Code	Break	Start/End Time	Days	Len	Spots	Rate	Pri	Rtg	Type	Spots	Amount
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>				<u>Rate</u>		<u>Rating</u>			
Week:		10/26/20	11/01/20	2-----		2				\$300.00		0.00			
N31	WDJT	10/27/20	10/27/20	M-F 4p-5p News M-F 4p-5p News	CM	4p-5p	-2-----	:30	2	\$300.00	P-2	0.00	NM	2	\$600.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>				<u>Rate</u>		<u>Rating</u>			
Week:		10/26/20	11/01/20	-2-----		2				\$300.00		0.00			
N32	WDJT	10/24/20	10/24/20	Sat 5pm News Sat 5pm News	CM	5p-530p	-----1-	:30	1	\$450.00	P-2	0.00	NM	1	\$450.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>				<u>Rate</u>		<u>Rating</u>			
Week:		10/19/20	10/25/20	-----1-		1				\$450.00		0.00			
N33	WDJT	10/24/20	10/24/20	Sat Late News Sat Late News	CM	10pm-1030pm (10:00 PM-10:30 PM)	-----1-	:30	1	\$1,000.00	P-2	0.00	NM	1	\$1,000.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>				<u>Rate</u>		<u>Rating</u>			
Week:		10/19/20	10/25/20	-----1-		1				\$1,000.00		0.00			
N34	WDJT	10/21/20	10/21/20	M-F Late News M-F Late News	CM	10p-1035p	--1----	:30	1	\$1,200.00	P-2	0.00	NM	1	\$1,200.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>				<u>Rate</u>		<u>Rating</u>			
Week:		10/19/20	10/25/20	--1----		1				\$1,200.00		0.00			
N35	WDJT	10/22/20	10/22/20	M-F Late News M-F Late News	CM	10p-1035p	---1---	:30	1	\$1,200.00	P-2	0.00	NM	1	\$1,200.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>				<u>Rate</u>		<u>Rating</u>			
Week:		10/19/20	10/25/20	---1---		1				\$1,200.00		0.00			
N36	WDJT	10/23/20	10/23/20	M-F Late News M-F Late News	CM	10p-1035p	----1--	:30	1	\$1,200.00	P-2	0.00	NM	1	\$1,200.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>				<u>Rate</u>		<u>Rating</u>			
Week:		10/19/20	10/25/20	----1--		1				\$1,200.00		0.00			
N37	WDJT	10/26/20	10/26/20	M-F Late News M-F Late News	CM	10p-1035p	1-----	:30	1	\$1,200.00	P-2	0.00	NM	1	\$1,200.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>				<u>Rate</u>		<u>Rating</u>			
Week:		10/26/20	11/01/20	1-----		1				\$1,200.00		0.00			
N38	WDJT	10/21/20	10/21/20	Jeopardy 6p-630p Jeopardy / M-F	CM	6pm-630pm	--1----	:30	1	\$2,000.00	P-2	0.00	NM	1	\$2,000.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>				<u>Rate</u>		<u>Rating</u>			
Week:		10/19/20	10/25/20	--1----		1				\$2,000.00		0.00			
N39	WDJT	10/26/20	10/26/20	Jeopardy 6p-630p Jeopardy / M-F	CM	6pm-630pm	2-----	:30	2	\$2,000.00	P-2	0.00	NM	2	\$4,000.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>				<u>Rate</u>		<u>Rating</u>			
Week:		10/26/20	11/01/20	2-----		2				\$2,000.00		0.00			
N40	WDJT	10/27/20	10/27/20	Jeopardy 6p-630p Jeopardy / M-F	CM	6pm-630pm	-1-----	:30	1	\$2,000.00	P-2	0.00	NM	1	\$2,000.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>				<u>Rate</u>		<u>Rating</u>			
Week:		10/26/20	11/01/20	-1-----		1				\$2,000.00		0.00			
													Totals	51	\$33,150.00

ISSUE (Non-candidate) ADVERTISEMENT AGREEMENT FORM

I, Del Ray Media, hereby request station time as follows: See **Order** for proposed schedule and charges. See **Invoice** for actual schedule and charges.

Check one:

Ad "communicates a message relating to any political matter of national importance" by referring to (1) a legally qualified candidate for federal office; (2) an election to federal office; (3) a national legislative issue of public importance (e.g., health care legislation, IRS tax code, etc.); or (4) a political issue that is the subject of controversy or discussion at the national level.

Ad does NOT communicate a message relating to any political matter of national importance (e.g., relates only to a state or local issue).

ALL QUESTIONS/BLOCKS MUST BE COMPLETED

Station time requested by:

Agency name: Del Ray Media

Address: PO Box 1309, Alexandria, VA 22313

Contact:

Phone number: 703-518-4747

Email:

Name of advertiser/sponsor (list entity's full legal name as disclosed to the Federal Election Commission [for federal committees] with no acronyms; name must match the sponsorship ID in ad):

Name: America First Action, Inc

Address: 1400 Crystal Drive, Suite 850, Arlington, VA 22202

Contact:

Phone number:

Email: info@a1apac.org

Station is authorized to announce the time as paid for by such person or entity.

List ALL of the chief executive officers or members of the executive committee or board of directors or other governing group(s) of the advertiser/sponsor (Use separate page if necessary.):

Linda McMahon, Chair
Brian Walsh, President
Jon Proch, Treasurer

By signing below, advertiser/sponsor represents that those listed above are the only executive officers, members of the executive committee and board of directors or other governing group(s).

If ad refers to a federal candidate(s) or federal election, list ALL of the following:

N/A

Name(s) of every candidate referred to: Joe Biden

Office(s) sought by such candidate(s) (no acronyms or abbreviations): President

Date of election:

Clearly identify **EVERY** political matter of national importance referred to in the ad (no acronyms); use separate page if necessary:

N/A

THIS STATION DOES NOT DISCRIMINATE OR PERMIT DISCRIMINATION ON THE BASIS OF RACE OR ETHNICITY IN THE PLACEMENT OF ADVERTISING.

The advertiser/sponsor agrees to indemnify and hold harmless the station for any damages or liability, including reasonable attorney's fees, which may arise from the broadcast of the above-requested advertisement(s). For the above-requested ad(s), the advertiser/sponsor also agrees to prepare a script, transcript or tape, which will be delivered to the station by the log deadlines outlined in the station's disclosure statement.

Advertiser/Sponsor	Station Representative
Signature: <i>Del Ray Media</i>	Signature:
Name: Del Ray Media	Name:
Date of Request to Purchase Ad Time: 4/9/2020	Date of Station Agreement to Sell Time:

TO BE COMPLETED BY STATION ONLY

Ad submitted to station? Yes No Date ad received: _____

Note: Must have separate PB-19 forms (or the equivalent, e.g., addendums) for each version of the ad (i.e., for every ad with differing copy).

If only one officer, executive committee member or director is listed above, station should ask the advertiser/sponsor in writing if there are any other officers, executive committee members or directors, maintain records of inquiry and update this form if additional officers, members or directors are provided.

Disposition:

- Accepted
 Accepted IN PART (e.g., ad not received to determine content)*
 Rejected – provide reason (optional):

*Upload partially accepted form, then promptly upload updated final form when complete.

Date and nature of follow-ups, if any:

Contract #:	Station Call Letters:	Date Received/Requested:
Est. #:	Station Location:	Run Start and End Dates:

For national issue ads only (not required for state/local issue ads):

Upload order, this disclosure form and invoice (or traffic system print-out) or other material reflecting this transaction to the OPIF or use this space to document schedule of time purchased, when spots actually aired, the rates charged and the classes of time purchased (including date, time, class of time and reasons for any make-goods or rebates) or attach separately. If station will not upload the actual times spots aired until an invoice is generated, the name of a contact person who can provide that information immediately should be placed in the "Terms and Disclosures" folder in the OPIF.