

# **POLITICAL AND ISSUE ADVERTISING PUBLIC INSPECTION FILE CHECKLIST**

This checklist is to be completed for each political ad or issue ad buy before documentation is sent to the station's Public Inspection File. These documents must be placed in the station Public Inspection File *as soon as possible* after they are available and maintained in the Public Inspection File for 2 years.

Candidate/Issue

Every Voice Action  
9/18/14 - 9/28/14

Flight Dates (if one folder is used per candidate, a separate checklist must be completed for each flight)

- |                                                                                                                       | <u>In File</u>       | <u>Initials</u> |
|-----------------------------------------------------------------------------------------------------------------------|----------------------|-----------------|
| 1. <u>Completed</u> Inquiry/Request<br>Public File Form (including attachments)<br>(BPMHL-P2)                         | Date: <u>9/1/14</u>  | <u>fell</u>     |
| 2. If candidate ad, was disclosure statement<br>faxed or sent to candidate's representative?                          | Date: <u>NA</u>      | <u>Kee</u>      |
| 3. <u>Executed</u> Political/Issue Advertising<br>Agreement (NAB PB-18)                                               | Date: <u>9/15/14</u> | <u>Kex</u>      |
| 4. <u>Executed</u> sales contract with<br>Standard Sales Contract Terms                                               | Date: <u>9/16/14</u> | <u>Ked</u>      |
| 5. Invoice showing requested time                                                                                     | Date: _____          | _____           |
| 6. Copy of schedule as actually broadcast<br>(if different from invoice), including<br>Reasons for make-goods, if any | Date: _____          | _____           |
| 7. Amount of rebates given (exact date, time, class<br>of broadcast and amount for each rebate), if any               | Date: _____          | _____           |

Checklist Completed:

By: \_\_\_\_\_

Date: \_\_\_\_\_