

El Dorado Broadcasters LLC

To: All Paid Programming Participants – Client Name: Allison Mays Station: KATJ  
Re: Compliance of Internal Procedures

**It is required that all our paid programming participants comply with internal policies and procedures to ensure their compliance with FCC rules, regulations and State safety compliance.**

**Entrance to El Dorado Broadcasters (EDB)-**

It is important that you enter the building through the business office entrance (not the employee entrance) and sign in before each show. Once the show has ended, please sign out for the day and exit thru the front office. Please remember that the EDB facility is to be used for broadcasts only, not for personal business transactions. Any access to EDB facilities other than during the hours of your broadcasts needs to be cleared in advance by EDB management.

**Company Property -**

Any reproduction of EDB station’s logos or printed materials will require pre-approval by management.

**On-Air Guidelines –**

El Dorado Broadcasters is required to abide by all FCC rules and regulations including, but not limited to, payola and plugola laws. (A copy of these guidelines are attached for your full review) As a participant of paid programming, you must also comply with the same rules and regulations to ensure compliance.

All commercial announcements (live or recorded) need to be disclosed and logged every show. We will provide you with a daily log to enter commercial information. Neither you nor anyone appearing on your broadcasts is permitted to make reference to any past, present, or future EDB products and/or events. This includes web sites, on-air radio stations, or their advertisers. You must play all daily scheduled commercials, legal IDs, and disclaimers.

**Special Acknowledgement –**

All content, claims and representations made by you during your paid programming is your sole responsibility.

**Non-Discrimination Disclosure -**

Programmer shall not discriminate unlawfully in the sale of advertising time on the basis of race, ethnicity, or other legally prohibited grounds, and will not accept, enter into or fulfill any contract or order for the purchase of advertising time that discriminates unlawfully on such basis. Any arrangement entered into with an advertiser whose intent is to discriminate in such manner shall be null and void. In placing advertising on one or more of our broadcast stations, advertisers confirm their compliance with this requirement. In compliance with FCC rules, Programmer shall include a nondiscrimination clause in all of its advertiser arrangements and shall maintain internal policies demonstrating compliance with the FCC’s nondiscrimination policy. Programmer shall also exercise due diligence to ensure that all third party advertising arrangements concerning the Station contain the nondiscrimination clause and do not discriminate on the basis of race or ethnicity.

**This agreement does not express or imply any endorsement and/or a commitment to endorse by El Dorado Broadcasters LLC.**

**By signing below, you acknowledge that you have read and understand the attached copy of the On Air Guidelines and agree to comply in full with the above policies and procedures.**

Name of Paid Programming Show: Cadillac Ranch

Name of Individual Representing the Show: Allison Mays

Signature of Individual: [Handwritten Signature]

Date of Signature: 2/14/18

time to other candidates, supporters, or other persons, or subject the Licensee to sanction by the FCC under the Equal Opportunities, Zapple Doctrine or Political Editorializing Rules. No legally qualified candidate for public office shall be included in any of the Programmer's programming without the prior written approval of the Licensee's Sales Manager.

**Brokered Programmer Statement of Understanding and Compliance**

I have read, understand and will comply with this policy regarding political advertising, political neutrality and fair and balanced news coverage. I understand that any violation of this policy by me could lead to the termination of my time brokerage agreement with the company.

Signed:

  
\_\_\_\_\_

Date:

2/14/18

Printed Name:

Allison Maye