



P&P RECEIPT/ACKNOWLEDGEMENT

TBCN's Policies & Procedures Manual is provided to you for your information and immediate reference. It is your responsibility to read it carefully and completely. Policies included are subject to change from time to time and it is your responsibility to assure that you are following the most up-to-date P&P revisions. You must acknowledge receipt of this P&P Manual by signing and returning this page to a TBCN staff member.

I have received a copy of TBCN's Policies & Procedures Manual dated below. I have read or had it read to me. I recognize that it is my responsibility to review, be familiar with and abide by all the policies, procedures, practices, standards and rules contained in this P&P Manual.

I agree to obtain releases and other permissions including, but not limited to full copyright authorization. I also understand that all required model/talent releases and copyright authorizations must be obtained by me and provided to the TBCN Programming Department prior to production of any and all programming.

As a Producer or sponsor of taped or live programming, I accept full responsibility for program content submitted for transmission on Tampa Bay Community Network (TBCN) or other retransmission methods. I agree to release TBCN and its employees from responsibility if any program is damaged, lost or stolen while in its/their custody. I will abide by the policies and procedures contained in the TBCN Public Access Policy and Procedure Guide ("P&P"), which are subject to change upon reasonable notice during the term of this agreement. I am responsible to obtain releases, licenses and other permissions including but not limited to full copyright authorization, with respect to the program[s]. I hereby agree to indemnify and hold harmless The City of Tampa, Hillsborough County, Bright House Networks, LLC, Verizon Florida Inc., Comcast of Florida/Georgia, LLC, Speak Up Tampa Bay Public Access Television, Inc. (d.b.a. Tampa Bay Community Network ("TBCN")) and its/their officers, directors, employees and other agents from liability, damages, and/or expenses, including legal fees, arising out of any of my programs and/or any other aspect of my relationship with TBCN. I agree that I will not commence arbitration or bring suit against TBCN and/or its officers, directors, employees and other agents, until I have submitted the claim, dispute or complaint for resolution pursuant to the Complaint/Grievance Procedures and Appeal processes set forth in the TBCN P&P and such procedures and processes have been finally and completely concluded.

In the event a grievance, complaint, dispute or controversy between me and TBCN is not finally resolved through the Complaint/Grievance Procedures and Appeal processes set forth in the TBCN P&P, any remaining controversy arising out of, or in connection with any aspect of my relationship with TBCN shall be resolved by binding arbitration in accordance with the then prevailing Commercial Arbitration Rules of the American Arbitration Association. It is understood and agreed that the arbitrator(s) have no power to vary or modify any of the terms of this agreement and their jurisdiction is limited accordingly. Judgment on the award may be entered in any court having jurisdiction. In any dispute, mediation, arbitration, litigation and/or appeal, including without limitation interpretation or enforcement of this agreement and any claim of intentional tort, breach of duty or contract or violation of my rights by TBCN, that arises from any aspect of my relationship with TBCN, the prevailing party or parties shall recover its/their costs, including reasonable attorneys' fees, from the other party or parties.

From time to time, amendments to this manual may be implemented following appropriate notice. I understand that I am solely responsible for complying with future changes in all policies, practices, standards, and rules.

Date

TBCN Member/ Producer Signature

TBCN Member/ Producer Name Printed

TBCN Staff: File this signed and dated form in Member's permanent file.