



KALA PUBLIC SERVICE ANNOUNCEMENT SUBMISSION FORM

NAME OF ORGANIZATION: _____

IS THE ORGANIZATION NON-PROFIT (TAX EXEMPT 501c)?

YES

NO

CONTACT NAME: _____

PHONE NUMBER(S): _____

TYPE OF EVENT TO BE ANNOUNCED: _____

DATE: _____

TIME: _____

PLACE: _____

NARRATIVE DESCRIPTION OF EVENT: _____

KALA MAKES EVERY EFFORT TO INCLUDE NON-PROFIT PUBLIC SERVICE ANNOUNCEMENTS IN OUR SCHEDULE, HOWEVER WE CANNOT GUARANTEE ANY ANNOUNCEMENT WILL BE AIRED. SUBMITTING THIS FORM DOES NOT NECESSARILY MEAN THE INFORMATION CAN BE USED ON THE AIR AS A PUBLIC SERVICE ANNOUNCEMENT. THE STATION OPERATIONS MANAGER MAKES ALL FINAL DECISIONS REGARDING ACCEPTANCE OF PUBLIC SERVICE ANNOUNCEMENT SUBMISSIONS ON KALA. IF YOU NEED FURTHER INFORMATION, PLEASE SEE THE KALA WEBSITE (www.sau.edu/kala) FOR STATION PUBLIC SERVICE ANNOUNCEMENT GUIDELINES.

**PLEASE SUBMIT THIS FORM VIA E-MAIL AS A PDF DOCUMENT TO: kala@sau.edu
OR VIA STANDARD U.S. MAIL AT: KALA-FM, 518 W. LOCUST STREET, DAVENPORT, IA 52803**

ALL INFORMATION IS REQUIRED AT LEAST 2 (TWO) WEEKS IN ADVANCE!!!