CITY MANAGER'S DEPARTMENT
Public Information Office

ICTV COMMUNITY BULLETIN BOARD REQUEST FORM

REQUESTED BY (Name of Community Organization/City Department)	
DAYTIME TELEPHONE/EXT.	E-MAIL*
DATE SUBMITTED	START DISPLAY DATE
DATE APPROVED	END DISPLAY DATE

SUGGESTED DISPLAY COPY

Be sure to include date, time, location, admission fee and eligibility requirements (if any) and a telephone number for additional information. A space counts as a letter. **Do not use more space than provided below.**

The ICTV Community Bulletin Board provides a means of disseminating information about the City of Irvine and Irvine non-profit, community-based organization programs, services, activities and events. Users must qualify as non-profit. Political or religious promotion and commercial advertising is not permitted. All submissions will be checked for eligibility before airing. Display periods and times are at the discretion of ICTV. The City of Irvine reserves the right to edit or deny any submission.

Questions? Call (949) 724-6216
Return this form via e-mail to: ictv@cityofirvine.org or fax at (949) 724-6045.

The City of Irvine takes your privacy seriously. This form asks you to provide the City with certain personal information. Such information is being requested and will be utilized by the City for the specific and limited purpose of future City correspondence regarding the subject-matter of this form. Pursuant to Measure S, an initiative ordinance passed by City voters in 2008, the personal information noted by an asterisk (*) on this form will be kept confidential. Unless you expressly indicate to us otherwise or unless compelled by a court order, it will not be shared with other agencies, businesses or individuals.